



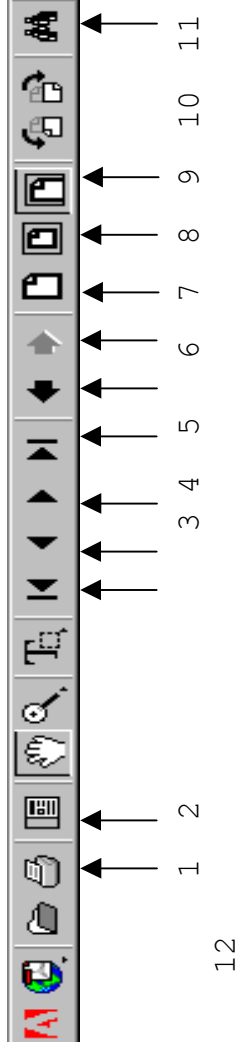
**CADDO PARISH SCHOOL BOARD**  
**Meeting Minutes**  
**VOLUME XXXXVIII**

January 7, 2020 to Present

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
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**January 7, 2020**  
**CPSB Executive Committee Work Session**

**Members present:** Mary Trammel, John Albritton and Raymond Green. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams and Board members Steve Riall, Jasmine Green, Lloyd Thompson, Don Little, Dr. Bonita Douzart, Denee' Locke, Barry Rachal, Tony Nations and Dottie Bell.

President Mary Trammel called the meeting to order at approximately 4:30 p.m. Board member Steve Riall led the invocation and Pledge of Allegiance.

**PRESENTATIONS**

State of the District. Charnaé McDonald, assistant director of communications, introduced Superintendent Lamar Goree who shared his annual State of the District presentation. Following a video, Dr. Goree highlighted the following 2019 district highlights of accomplishments and opportunities.

- Attained status as the highest performing large school system in Louisiana
- One of only two districts in Louisiana to improve across all nine performance measures
- Commitment made as a Trauma-Informed District
- Voters successfully approved a millage to address critical needs
- Nine National Merit Semifinalists
- 2 Current students with perfect ACT scores
- Opportunities including developing a revamped strategic plan encompassing all divisions
- Built on academic successes
- Elevated equitable initiatives to address students' specific needs
- Addressed declines in enrollment and aligned funding to ensure long-term financial strength.
- Academic Division highlights include achieving its all-time high graduation rate with statewide recognition for growth; 17 schools rated as an "A" for student progress; 10 schools improved by a letter grade; for the first time in district history, no high school received a "D" or "F" rating, developed community partnerships to support internships to support critical 0-3 year old age group; opportunities include continuing to build on academic successes to sustain and maximize results; and developing unique action plans for the schools based on their strengths and challenges
- Finance Division Highlights include a \$3.8 million in incentives paid by end of the 2018 to recognize and reward educators, prioritized needs to reduce expenditures while developing long-term plan for rightsizing; a Legislature-approved pay raise for all employees; commitment to reducing expenditures by a minimum of 1% annually; the continued sizeable impact operating small schools has on the District's budget; and how retirement and healthcare costs continue to play a large role in the District's budgeting
- Human Resources Division Highlights include recruitment and retention levels being the highest in recent history, ongoing work with divisions to target methods for attracting high-quality applicants; and relationships with fellow districts were strengthened to develop best strategies for staffing, and opportunities to address Caddo's echo of a national trend of fewer individuals seeking to enter the teaching profession, the District continues to employ a large number of retirement-eligible staff and the vital need to cross-train for future stability; and evaluation of each position as individuals leave the District to ensure it is vital to operations
- Operations Division Highlights include expanding the grab-and-go breakfast model with great success, reviewing all facilities to develop holistic plan for HVAC millage expenditures, and purchasing 25 new air-conditioned buses as well as looking at opportunities to address a declining enrollment through a thoughtful review of future facility usage, continuing to operate numerous aging facilities with limited resources including capital projects and maintenance funds, and continuing efforts to increase student participation in breakfast and lunch programs.

In summary, Superintendent Goree stated that academic excellence for all children will continue to be the District's defining mission as the revamping of the strategic plan continues to focus deeply on the core values and who we are as a district. He also noted the reality of declining populations and the requirement that Caddo be competitive in attracting and retaining families, as well as the urgency in prioritizing and maximizing our expenditures in the day-to-day operations of the District.

Mr. Albritton applauded the superintendent's report and the successes reported and he asked the Superintendent for examples of community partnerships. Dr. Goree responded that the richest community partnership has been the work with Step Forward which is a part of the Community Foundation and the work they do to address the zero to five pipeline and insure students are ready to enter kindergarten. He stated that Ms. Trammel and Mrs. Locke serve on the committee of a very diverse group across the parish that has worked to increase its knowledge on the importance of this age span. He also reported that the next area of work will be action plans and steps to increase opportunities in the school system through partnerships in the community to improve what we do for children. Another example shared was the District's relationship with Communities in Schools and we currently have counselors in six Caddo schools with a plan to expand to up to 20 schools in the next six years. Communities in Schools and VOA are the ones that have raised the funds to have this in the schools with Caddo's only expense being for the counselors in the schools. He encouraged Board members to visit these sites; and he said, having worked in some large districts in the country, he has never seen a community like ours that is so willing, able and wanting to help.

Mr. Nations commended the superintendent and staff on the excellent presentation; and knowing that the presentation is only as good as the numbers behind it, it is obvious that they are. He stated he believes it important to share this information throughout the community and what can we do to get this information out. Dr. Goree said he generally, after making this presentation to the Board, will share it with groups throughout the city (Rotary Clubs, Chamber of Commerce, neighborhood associations, etc.). In addition, to best market this work, the video is something new this year will be shared via social media sites, as well as made available on all District campuses, to PTAs, etc. giving parents, teachers and other groups the talking points. Dr. Goree clarified that he is always very clear that our work is not done, but we are working hard every day to provide better opportunities for children. Mr. Nations asked that staff notify Board members when staff has the opportunity to present to groups across the city so Board members available or wishing to attend can do so to support staff.

Mr. Little expressed his appreciation for the presentation and asked about the Trauma Informed District. Dr. Goree stated that in looking at things preventing children from being successful and what it would take for all Caddo children performing at a higher level, staff learned that many students come to the District from trauma situations, i.e. divorced home, incarcerated parent. Training has begun for all staff on recognizing the many qualifying things indicating trauma in a student's life so appropriate interventions can be provided. He noted that this is training everyone, not just teachers, over the next few years. In Caddo, he stated that in looking at the different communities a high incident of mental illness was noted in certain areas and training started there, but this led staff to look at additional parts of the District learning that it is not just true to certain communities, but it is true in many areas across the School System. He added that this training also revealed that many staff members experienced trauma which was never addressed and this afforded them much needed support as well.

Juvenile Services Update on Free Coalition Initiative Work. Clay Walker announced that January is Human Trafficking Awareness Month and he invited the Board to a ceremony on Friday, January 17<sup>th</sup>, at the Juvenile Court where Caddo and Bossier School Districts will be recognized as the first two districts in the State to establish policy that staff is trained in human trafficking. At this time over 15,000 people in the community have been trained. He also stated that at the end of the training, teachers were reporting incidents of trafficking as a result of learning indicators of possible trafficking. He thanked the Board for this and again invited them to attend the ceremony on Friday the 17<sup>th</sup>.

Mrs. Bell reiterated that since the Caddo School Board adopted this training policy, the employees across the district have been very receptive to the information they have been taught. Mr. Walker agreed and that even the bus drivers and the security staff have been exceptionally receptive.

### **ESTABLISH THE AGENDA AND CONSENT AGENDA FOR THE JANUARY 21, 2020 CPSB MEETING**

Superintendent Goree highlighted the proposed items for the Board's consideration at the January 21, 2020 CPSB meeting and the following discussion ensued.

Purchasing Bids – Lloyd Thompson asked if he understands correctly that we contract the auto department out and one company was providing needed equipment for the

mechanic shop. It was clarified that we use NAPA for parts; however, this bid entails teaching materials for the automotive program at the Career Center.

Mr. Riall noted a recent meeting that included vendors, and Mr. Wiese shared with him that a lot of the equipment being used is completely obsolete and this is part of the process for replacing that equipment.

Resolution for Request of Stuart Murphy (Nato and Gussman) Oil, Gas and Mineral Lease – Mr. Rachal asked about the depth of these requests and he believes the depth of the wells is usually stated. Also, he said there is a stipulation referenced where they can drill to a specific point and asked if we know what formation they are referencing. Because we can lease different levels, Mr. Rachal stated it is critical to know to what level they are desiring to drill.

Mr. Woolfolk stated that this is a typical request for leasing a property for mineral rights and staff sends it to John Madison, attorney, who puts the proposal together to be sent to the State Mineral Board. At this time, he does not know if there is anything else he can say regarding the details other than it was sent to the proper channels for the bidding process. Mr. Abrams said he will get with Mr. Madison; however, it is his understanding they will drill until they hit whatever they were drilling for and it states that this particular lease is only maintained to the 100 feet below what is producing at the time. So after (that 100 feet), if it is not producing, then the lease would expire. Mr. Abrams added that he will get with Mr. Madison for clarification on this question. Mr. Rachal also asked about getting a map showing the location, and Mr. Woolfolk said he will provide a map. Mr. Rachal asked if this company has additional lease rights adjacent or vicinity of this property, because he believes the wording is very open ended. Mr. Abrams stated he believes this is standard lease language, but he will get clarification.

Mr. Riall stated that he understands the general rule to be once they hit oil (or whatever they are drilling for) and the well begins to produce, they cannot drill beyond that level.

Change in Board Meeting Dates – Superintendent Goree explained that annually staff looks at possible calendar conflicts on scheduled meeting dates and brings to the Board this information including possible dates for rescheduling. Over the coming year the following conflicts were noted and staff is bringing this to the Board for consideration: (1) July – Since the Board typically holds only one meeting in July, staff is recommending Tuesday, July 28<sup>th</sup>; (2) November 3 is a National Election Day and staff is suggesting that the Executive Committee work session be changed to Tuesday, November 10<sup>th</sup>; and (3) Winter Break 2021 is February 15-17 and with the regular meeting scheduled for February 16<sup>th</sup>, so staff is recommending rescheduling this meeting to February 23<sup>rd</sup>. Dr. Douzart reminded everyone that 2020 is also a Leap Year.

Following discussion, President Trammel announced that Items 8.02-8.04 are the consent agenda items. *Mr. Albritton moved, seconded by Mr. Green, to approve the proposed agenda and consent agenda as presented. Vote on the motion carried.*

## **BOARD ANNOUNCEMENTS**

Mrs. Bell requested that staff have someone check the thermostat in the Board Room.

Mr. Thompson asked for an update on the results of a letter all Board members received from Ms. Williams.

Mr. Nations announced he has a granddaughter graduating from Magnet High in May and another grandchild will be born in August.

Ms. Trammel expressed her appreciation for another opportunity to serve as President during 2020 and announced she will have the updated CPSB Committee list by the next meeting.

**Adjournment.** *Mr. Albritton moved, seconded by Mr. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:30 p.m.*

**January 7, 2020**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Dottie Bell, Raymond Green, Steve Riall, Denee' Locke and Don Little (arrived at approximately 3:15 p.m.). Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Mary Trammel, Lloyd Thompson, Jasmine Green, Dr. Bonita Douzart, Barry Rachal, Tony Nations, John Albritton and staff members Jeff Howard, Keith Burton, Diane Atkins, James Woolfolk, and Mary Wood.

Mrs. Bell called the meeting to order at approximately 3:00 p.m. Mr. Riall led the invocation and Pledge of Allegiance.

**Confirm the Agenda.** *Mrs. Locke moved, seconded by Mr. Riall, to confirm the agenda. Vote on the motion carried.*

**ADD ITEM TO AGENDA**

Chair Bell announced the need to add an item to the agenda regarding the Caddo Parish incentive plan for 2020-2021 and asked if anyone from the public wishes to comment regarding adding this item.

Mr. Riall asked if it is being added to the agenda to vote and make a recommendation to the Board; and Dr. Goree responded not at this time and this is to present the same information presented at the last Insurance and Finance Committee meeting and allow time to speak to it in more detail.

Jackie Lansdale, president of Red River United, requested that the Board not add it to the agenda because there are a number of principals and teachers who will be affected by a cut in pay and she believes they should have the opportunity to look at this.

Mrs. Bell announced the discussion at this time is relative to adding this item to the agenda for discussion or not, and the committee will only vote to add it or not. If the committee votes to add it to the agenda, then the committee will be able to discuss it.

Mr. Abrams clarified that the superintendent has advised there will not be a vote on this today, but only added to discuss.

*Mr. Riall moved, seconded by Mrs. Locke, to add this item to the agenda for discussion. Vote on the motion carried and the item was added to the agenda. Mr. Little was absent for the vote.*

**RFP FOR BOND COUNSEL**

Attorney Abrams shared with the committee a draft copy of a proposed RFP for bond counsel and highlighted key aspects of the RFP, i.e. allowing for innovative alternative proposals (clearly identified as such); cost (retainer, hourly rate, etc.); the option for presentation of proposals by individual firms if the Board desires; provision of written scope of experience with specific services (of each member of the firm) including current and former clients; list of legal proceedings or claims brought on behalf of or against the firm or any member of the firm; any disbarment, suspensions or probations brought against any firm or member of the firm; right to reject any and all proposals; evaluation criteria by which awards will be granted; option to award to more than one firm to provide services; possible conflicts of interest; qualifications including a mandatory minimum of a license in Louisiana; in good standing with the bar association; admitted to the US District Court of the Western District Louisiana; malpractice insurance coverage in the amount of \$1 million; five or more years serving as bond counsel; preferred that business is located in Caddo Parish; familiarity with legal requirements for bond counsel of political subdivisions; experience representing school boards and other governmental agencies in bond issue matters; preferred 10 or more years in municipal finance experience serving as bond counsel; cancellation of any agreement with 15 days' notice; evaluation criteria to include intangible qualities i.e. degree of trust, confidence, compatibility with the Board's mission and values; and responsiveness to the needs and requests of the Board; firm's ability and each individual team member performing work to advise the Board/District both orally and in writing concerning suitability of the bond issuance, the legality of the issuance, evaluation compliance subject to procedures and applicable laws including Federal Security laws and regulations and Federal and State tax laws and regulations. He also stated other issues that may be requested from time to time by the District counsel including advising the District on legal procedures and practices in the bond market for issuance, preparing/assisting in preparation of any document related to the issuance or deemed necessary and request by the District's general counsel including, but not limited to, bond authorization, bond resolution, preliminary statement, official statement and bond purchases; ability to issue

legal opinions on authorization, tax status and findings and the lawful use of the proceeds of the issuance; prepare and submit application to the State Bond Commission, perform litigation services related to the issuance, and ability to assist the District in continuing disclosure obligations and provide training to the issuer. The bond counsel should be willing to partner with the local counsel to help build bond counsel capacity in Caddo Parish, work with co-counsel and allocate payment to co-counsel for services commensurate with the work performed by co-counsel. In addition to the above, Mr. Abrams explained that the remaining verbiage is basically standard.

Mr. Riall asked about dates to be plugged in, and Mr. Abrams explained this is not something that will need to go back to the Board as the Board voted and asked staff to do this, so it can go out as soon as the blanks are filled in. Dr. Goree clarified that the RFP is basically a staff process, but staff is bringing it back to the Board since the Board requested to see the RFP. Mr. Riall asked if every time the Board sells bonds will it be necessary to go through this process again, and staff responded it will not and the goal is to have one to handle the current sale. Mr. Riall asked about the qualifications, specifically if bond counsels will qualify or disqualify themselves or does staff have to research them. Mr. Abrams responded the respondents should provide that information to him or the committee by providing a representative list of clients. Mr. Riall asked if he understands correctly that this sale will be a negotiated bond and staff responded that is correct. Dr. Goree also stated that the Purchasing Department has a process in place for this and it will be issued through Caddo's Purchasing Department, including a process for making sure that the minimum criteria are met before being passed to committee.

Mr. Little asked if this is for discussion, and it was confirmed it is; and Mr. Little stated his concern in looking at the qualifications sought under preferred familiarity with legal requirements of bond counsel for political subdivisions and experience with other school boards and governmental entities should be a mandatory minimum qualification. If not this, there is too much risk; and Mr. Abrams referred Mr. Little to 11.1 (e) and clarified that one is preferred and one is minimum. Dr. Goree asked for clarification and if Mr. Little is asking that the language under preferred be least restrictive and put under mandatory. Mr. Little stated he believes there is too much money at stake for someone to be handling it as on the job training; and how it will negatively affect the Board/District versus negatively affecting the bond counsel. Mr. Abrams stated his agreement, but the intent is not to disqualify someone from applying for at least bond co-counsel. He further stated if your requirement is a minimum of 10 or more years, many young lawyers wishing to learn this may be eliminated, and the intent is to build capacity in our market. Mr. Little asked about the current partnership and the comment that as co-counsel she was not included; because if the intent is to build capacity, it would be important to ask is the goal being reached in that partnership. Mr. Abrams referenced 14.c. where this is addressed.

Mrs. Locke stated she believes this is a management decision and not a government one, and Mr. Abrams responded it is not because after review and evaluation, staff will bring a recommendation to the Board for Board action.

Mr. Little asked if there is anything included to insure development of local capacity, and Mr. Abrams stated this is an RFP and states general guidelines; however, if the Board enters into an agreement with a percentage stipulation for counsel and co-counsel, they will have to show what they did. He also reminded the Committee that you must have a lead counsel who is responsible; and while he does not believe it should be 50/50, he believes there should be some type percentage that puts the lead counsel at a greater percentage. He added the Board may want to add reporting requirements that come back to the Board to show how and who is doing what.

Mr. Nations asked if we must have a co-counsel, and Mr. Abrams said we do not. Mr. Nations asked what reasonable expectations does co-counsel have against counsels and what obligations does counsel have to co-counsel. Mr. Abrams stated that co-counsel does not have the experience to manage what counsel must do and co-counsel will have to have a working relationship with counsel in order to make certain they can do what is required. As General Counsel, Mr. Abrams stated he would not recommend a co-counsel or anyone to be counsel who is not qualified, so they would not get the business without partnering with someone who is qualified and that the Board has confidence in and feels comfortable with doing the work, and counsel would want to maintain the business, to be a part of the business and maintain the relationships with the school board. Mr. Little stated that you are training your competition which does not happen in the free-market world. Mr. Abrams stated that is potentially true, but he believes it is important to have more experienced lawyers doing a specific area of work who rely on one another for help.

Mr. Albritton stated in the 80s there was a monopoly on bond counsel and it came from New Orleans; and he appreciates what we are trying to do to build up the competition, but the only way that can be done is to provide for co-counsel since counsel does not have to

provide co-counsel. Mr. Albritton also asked about 14.a and his concern, because he understands placing the bid because we have the criteria, but asked for clarification in referencing intangible areas such as degree of trust, comfort and confidence that the school board has toward the responders and the compatibility with the Board's mission and values. Mr. Abrams clarified that as a Board when looking at responders for bond counsel, multiple responders may meet the qualifications stipulated in the RFP, but the one counsel you know from past experience in this area could be selected with a higher fee and could possibly preclude the Board selecting a lower bid.

Mr. Rachal asked about the possibility of the proposal being withdrawn and is that not the Board's decision and not the Purchasing Agent. Mr. Abrams clarified this is referencing when the vendor wishes to remove their own bid. Mr. Rachal said he understands that but what is the purpose of the comment, because at this point it is up to the Board. Mr. Abrams further explained this language is referencing "goods". Under qualifications, Mr. Rachal asked if these are firm related or individual attorney related; and Mr. Abrams responded both and the firm will be held to the minimum; and if someone in the firm will do the work, they must have a supervising lawyer which is only a part of the criteria that would be considered. Mr. Abrams further explained if a firm with only one person and their experience is less than five years, they would be disqualified. Mr. Rachal stated this appears to be firm related because it is the firm that is submitting the proposal. With regard to evaluation criteria, Mr. Rachal asked if we are evaluating the bond counsel and if they are going to use a co-counsel; and Mr. Abrams stated the intent is to give them the ability to tell us whether or not they will work with co-counsel. If they say they are not, then the Board has this information and understands when making their decision. Mr. Rachal stated he believes the items indicate we would prefer they use local co-counsel; and he believes this is saying we will evaluate you negatively if you don't; and Mr. Abrams stated that is the Board's decision. Dr. Goree clarified that as superintendent he has always operated based on the Board's desire to have a lead counsel and a co-counsel; and he believes this needs to be clarified in this process. Mr. Rachal stated he believes it is saying it is preferred, and Mr. Abrams stated he will add it under preferred and it will still be under evaluation as well. Mr. Rachal added he believes it will kill the intent if it is put under criteria in addition to being preferred (that counsel have co-counsel).

Ms. Green asked if the document presented is the original document or is it something new; and Mr. Abrams stated it is a modified version of the RFP for legal services used over the years and he modified it using the criteria from bond counsel. Ms. Green asked how many; and Mr. Abrams said only one but he searched for bond counsels via the National Bond Counsel Services to determine the criteria they used for RFPs. Ms. Green asked if other parishes are using co-counsel, and Mr. Abrams stated he does not know, but suspects they do. Ms. Green asked if what is presented is what we have had as well as what Mr. Abrams has researched and brought. Mr. Abrams clarified that the timeline, instructions to vendors, and presentations are from the Purchasing Department; and he modified some qualifications and requirements to make it specific to bond counsel. Ms. Green asked how old is the document from Purchasing, and Mr. Abrams said it is not old and is the first time used (not counting when it was included in the RFP for legal services).

Ms. Trammel asked for clarification because she understood the RFP would be brought to them to review and modify if needed, and Mr. Little made some good points relative to the co-counsel and what the committee heard at its last meeting. She believes this is what the Board could expect to happen if choosing a co-counsel.

Dr. Goree stated that in his research and conversation with counsel; and while it may not be the case with the District's current situation, there are more good examples of co-counsel being used by lead counsel and utilizing the opportunity to be mentored and learn.

Mr. Thompson applauded Mr. Abrams for 11.2 because that was his concern when conversation began on RFP and utilizing local businesses in Caddo Parish. He also clarified that at the last committee meeting when co-counsel made comments, he believes she wanted to bring to our attention that she is not here for a free ride and wants to work.

Mr. Nations asked if as a Board we need to decide if the relationship of counsel and co-counsel is a difference in kind or degrees. Mr. Abrams stated that counsel is absolutely preferred, but when looking at the evaluation under 2.4, that will be how a determination is made. He also said there will not be a recommendation coming to the Board of anyone that staff/committee does not feel comfortable and confident that they could do the work. Mr. Abrams also expressed the serious issues associated with bond counsel, i.e. taxes, property, and issues regarding what you can do with property that is purchased with bond money. He also noted it takes a long time to learn all these issues in a very specialized area. He also explained if the Board chooses, it can have a lead bond counsel and rotate co-counsel.



Mr. Rachal asked about the term of the agreement and if staff has any suggestion on how long the term of the agreement would be, and Mr. Abrams responded that is what the Board will decide. Dr. Goree stated he has no level of expertise in this area and would defer to board counsel. Mr. Abrams added at one time there was a three-year agreement; however, attorneys work at-will.

Mr. Howard also shared with the Committee that as the person who works with the bond counsel day-to-day throughout the year, it is very important to him to have continuity with bond counsel.

Mr. Riall asked about the importance of counsel and bond counsel working together, and Mr. Abrams said it is, but they are business persons and they do understand the importance. Mr. Riall asked who chooses co-counsel, and Mr. Abrams stated these type things are what will be covered/asked in the interviews.

Mrs. Bell stressed the importance of growing our local businesses, but she likes including in the RFP the importance of experience in these matters.

Mr. Green asked about 11.1 and the need for clarification as well as number 7 addressing errors in omission and number 10. Mr. Abrams stated that 7.1 can be deleted.

Mr. Little requested that, before any vote is taken, additional discussion on the evaluation criteria for co-counsel take place because he believes if we are spending money, it is important that it is spent with value in mind. Also, if it is designed to where counsel is receiving a check from the District and there is nothing being received, that is waste. While he understands the discussions on the need to build capacity, he does not believe it is the role of the Caddo Parish School Board to train lawyers, but it is to educate the children in Caddo Parish. Mr. Abrams explained that during the question and answer time is when these questions should be asked because there should not be any duplication of any fees by either party, as they are limited by the Attorney General's rate. The current resolution approved by the Board states there will be a co-counsel and bond counsel and their fees limited to the Attorney General's grade schedule and not to be duplicated. Mr. Howard explained that the counsel pays the co-counsel a percentage of their (counsel) fees.

Dr. Goree asked if he understands the Board Attorney will make modifications/changes based on the discussion today. Mrs. Bell stated that since this is the first time meeting to discuss this and there have been many questions and concerns, the committee will meet again on this on Tuesday, February 4, 2020 at 2:00. Mrs. Locke asked if the proposed RFP could be sent to the committee/board members and questions/concerns can be emailed to the attorney.

For additional information, Dr. Douzart suggested that contact be made with another parish who might have gone through this process.

Mr. Abrams clarified that the Board is currently gathering information for this RFP and more information will be received than what is required. Then the Board will look at it as far as what is best for the District.

## **VISITORS**

The following visitors addressed the Committee: Alex Washington, attorney, shared his experience in this matter and his ability to be able to answer questions raised today.

**Adjournment.** *Mrs. Locke moved, seconded by Mr. Riall, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 4:13 p.m.*

**January 21, 2020  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green, Lloyd Thompson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Denee' Locke, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. T. Lamar Goree, superintendent, and Reggie Abrams, legal counsel.

President Trammel called the January 21, 2020 CPSB meeting to order at 4:30 p.m. at which a quorum was present. Mr. Riall led the invocation and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE DECEMBER 17, 2019  
AND JANUARY 7, 2020 CPSB MEETINGS**

*Mr. Riall moved, seconded by Mrs. Locke, to approve the minutes of the December 17, 2019 and January 7, 2020 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**PRESENTATIONS AND RECOGNITIONS**

Charnae McDonald, assistant director of Communications, recognized the following students and employees and the Board President and Superintendent presented a certificate to each for their achievement(s). Family members, friends and administrators present were also recognized.

Youree Drive Middle School Choir. Members of the Youree Drive Spartan Advanced Choir, under the direction of Ms. Jewett Winston, performed several musical arrangements for the Board and audience.

2019 State Louisiana Association of Student Council President. Grace Thaxton Barrett, senior at Captain Shreve High School, was recognized as the 2019 Louisiana State President for the Louisiana Association of Student Councils.

Newly Appointed Administrators. Charles Lowder, director of certified personnel, recognized the following newly appointed certified administrators: Danielle Bullock, assistant principal, Northwood High School; and Dr. Kim H. Pendleton, principal, Southwood High School.

Al Graham, director of classified personnel, recognized Anthony McClain, newly appointed transportation routing supervisor.

Louisiana School Board Recognition Month January 2020. A resolution recognizing January as state Louisiana School Board Recognition month was read, and the superintendent presented each Board member with a token of appreciation for their service and commitment to the children of Caddo.

**CADDO EARLY CHILDHOOD COMMUNITY NETWORK'S  
COORDINATED FUNDING REQUEST FOR PUBLIC COMMENT**

President Trammel announced the time for public comments regarding Caddo's Early Childhood Community Network's Coordinated Funding Request is open. There being no speakers, the time for public comment was closed.

## **VISITORS**

The following visitors addressed the Board on matters of interest concern: (1) Sharon Johnson, BTW Alumni Foundation, extended an invitation to the Board to attend the Booker T. Washington High School 70<sup>th</sup> Birthday Celebration on Thursday, January 23<sup>rd</sup>, 9 a.m. beginning with a walkover from Central to BTW; (2) Jordan Thomas, executive vice president of Red River United and president of Caddo Federation of Teachers and Support Personnel, shared their organizations work for the National Board Certification process; (3) Henry Pennington, parent, daughter assaulted on campus; (4) Kory Bergen, Fairfield Elementary Magnet, successes at Fairfield and need for multi-purpose building; and (5) Ethea Pierson, her autistic son experiencing discrimination and denied his rights and adequate accommodations. Board members asked that the superintendent follow up on these reports on incidents with students.

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

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued.

President Trammel announced the following items as the Consent Agenda: 6.01-6.04, 8.02-8.04, and 13.01. *Mrs. Locke moved, seconded by Mr. Albritton, to establish the agenda and the proposed consent agenda for the January 21, 2020 CPSB meeting as presented. Vote on the motion carried.*

## **CONFIRM THE CONSENT AGENDA**

*Mrs. Locke moved, seconded by Mr. Albritton, to confirm the consent agenda (Items 6.01-6.04, 8.02-8.04 and 13.01). Vote on the motion carried and the following is a summary of the Board's action on the consent agenda items.*

6.01 Personnel Recommendations. The Board approved the personnel recommendations as recommended by staff and submitted in the electronic mailout.

6.02 Administrative Contract Renewals. The Board approved administrative contract renewals as recommended by staff and submitted in the electronic mailout.

6.03 Personnel Transaction Reports (Resignations) Jan. 2020. The Board approved personnel transaction reports (resignations) as recommended by staff and submitted in the electronic mailout.

6.04 Requests for Leaves (January 2020). The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

8.02 Out of State Travel (General Fund). The Board approved requests for out of state travel (General Fund) as recommended by staff and submitted in the electronic mailout.

8.03 Consideration of Resolution for the Request of Stuart Murphy (Nadel & Gussman) for an Oil, Gas and Mineral Lease. The Board approved the resolution for the request of Stuart Murphy (Nadel &

Gussman) for an Oil, Gas and Mineral Lease as recommended by staff and submitted in the electronic mailout.

8.04 Consideration of Proposed Changes to CPSB Meeting Dates. The Board approved proposed changes to CPSB meeting dates as submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings. The Board approved readmission appeals for students RC, JJ, CL, RL, and AL as recommended by staff and submitted in the electronic mailout under confidential cover and whose parents are in agreement.

## **PURCHASING BIDS**

*Mr. Rachal moved, seconded by Mr. Albritton, to approve the following bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheet: (1) ABC Auto Parts for Auto Equipment (Instruction), Bid 09A-20.*

Mr. Rachal inquired about the referral to instruction on the bid, and Dr. Goree explained that this equipment is for the new auto facility at North Caddo and will be used for instruction in that facility. Mr. Thompson asked if this is the same equipment used on Union, and Dr. Goree said it is similar.

*Vote on the motion carried. The bid tabulation sheets are filed in the official papers of the January 21, 2020 CPSB meeting.*

8.01 Property/Bus Rental Requests. *Mr. Rachal moved, seconded by Mr. Riall, to approve requests for use of CPSB properties/buses as recommended by staff and submitted in the electronic mailout.* Mr. Rachal asked for clarification on any costs associated with these requests for use of Caddo facilities or buses. Dr. Goree said there are billable amounts even for the function with our students because it is not a school function.

Mr. Riall asked for clarification on the use of Barret and this facility is listed for sale. Dr. Goree explained that anytime we enter into an agreement for the use of a facility that is listed for sale, it is understood that a possible sale or viable offer would supercede this commitment.

*Vote on the motion carried.*

## **BOARD MEMBER ANNOUNCEMENTS AND REQUESTS**

Ms. Green reported on a parent meeting she recently attended and that she was asked about Green Oaks being a Performing Arts School, but not receiving the funding for it. She asked that staff looking into this because she believes if we are not going to treat it as a performing arts school and provide them what they need, that title should be removed from the name.

Ms. Green also stated that 6<sup>th</sup> grades being on the elementary campus and suggested that since Green Oaks is the only school with a 7 through 12 configuration, and she would like to see support and accommodation for those in District 2.

Mr. Albritton expressed appreciation to the staff relative to the announcement that the District has hired eight new bus drivers. He believes this is the most single hiring since he has been on the Board and congratulated all who played a part in this progress.

Dr. Douzart reported on a weekend event she attended that was led by Dr. Ruby Scroggins, pianist Mrs. Iris Sherman Ester, photographer Ms. Wanda Dooley, et.al. from Caddo Parish.

Mr. Thompson encouraged everyone to attend the 70<sup>th</sup> celebration for Booker T. Washington on Thursday.

Mr. Nations thanked the superintendent and the Louisiana School Boards Association for the School Board recognition and how rewarding it is for him to serve on the Caddo Parish School Board. He also announced that he served as a judge at the Regional Social Studies Fair on Friday, January 17<sup>th</sup>, and the range of topics covered by Caddo's students.

Mr. Little asked that staff (1) provide him clarification on titles of properties identified by U. L. Coleman, (2) bring back the election policy per Forethought; and (3) explore reestablishing the relationship with E. B. Williams Stoner Hill Laboratory School and Centenary College.

Mrs. Bell expressed appreciation for recognizing the Board, and she thanked the Board for responding and attending the news conference on human trafficking. She also announced that Board members should be receiving a letter regarding serving as judges for Social Studies Select.

Mr. Green shared how wonderful the Martin Luther King Jr. Celebration was on Monday.

Mrs. Trammel announced that Caddo received the Guardian of Childhood Award on January 17<sup>th</sup> and the work being done to address human trafficking in the area. She also invited every Board member to participate in the training of what people need to be aware of in recognizing incidents of human trafficking.

Mr. Riall also announced that he was one of several (he, Dr. Goree, Keith Burton, Jeff Roberts, Victor Mainiero) who had the pleasure of judging at the Taste of Blanchard.

**Adjourn.** *Mr. Albritton moved, seconded by Mr. Riall, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 5:45 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**January 21, 2020**  
**CPSB Building, Grounds, and Security Committee**

**Members present** - Chair Denee' Locke, Lloyd Thompson, Jasmine Green, Don Little and Tony Nations. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Mary Trammel, Barry Rachal, Steve Riall, Dr. Bonita Douzart, Raymond Green and Dottie Bell; and staff members Jeff Howard, Keith Burton, James Woolfolk, Mary Wood, and Steve White.

Mrs. Locke called the meeting to order at approximately 3:05 p.m. The Invocation and Pledge were omitted.

**Confirm the Agenda.** *On motion by Mr. Thompson, second by Mr. Little, the agenda was confirmed as submitted.*

**Update on Properties Projects.** Dr. Goree explained that as we enter the budget season, staff's goal is to provide as much information as possible for the Board's consideration in making important decisions that affect the budget.

Chief Operations Officer James Woolfolk shared an update on the Caddo Parish properties and a proposed project for improving the traffic and parking around the Wanda L Gunn Professional Development Center.

Lauren Brightwell with U.L. Coleman shared an update on Caddo's listed properties, including marketing efforts, interest in available properties, offers received, etc., as well as additional properties discovered on record as being owned by Caddo Parish School Board. Regarding Hillsdale, Ms. Brightwell reported on two offers, with one offer lacking one document and the second offer only a letter of intent has been received. Mr. Thompson asked to see the appraisal on these buildings and the listed price. Ms. Brightwell explained they are marketed at the appraised value, and Mrs. Locke stated that Mr. Woolfolk can provide him the requested information. Ms. Brightwell also explained that when receiving a completed contract offer, it will be presented to the Board.

Mr. Little shared leads on interest in Barret and Alexander, and Ms. Brightwell confirmed contact with both. Mr. Nations asked about the two proposals for Hillsdale and the intended future use of the properties, and Ms. Brightwell said it is her understanding that SWEPCO desires to use it for offices and Bishop Brandon will use it for educational programs.

Mrs. Bell stated she believes the Board, when voting to sell properties that look like schools, agreed we would not sell properties for another school, i.e. charters. Mr. Abrams clarified that is not a policy; and if someone purchases a school building for a charter school, we are required by law for that to occur at fair market value.

Mr. Rachal asked about the appraised value for Building 6, and it was reported it is \$1.7 million. Mr. Rachal asked about any discussion relative to reducing the price and at what point. Ms. Brightwell confirmed she and Mr. Woolfolk had that conversation, but at this time it is listed at \$1.7 million. Mr. Rachal asked if a recommendation is being made to reduce the price; and Ms. Brightwell responded while discussion has taken place on reducing the price, and she believes the price could be reduced, but, if you list it below appraised value, it could send a negative statement. Dr. Goree reminded the Committee that before working with realtors, there was a schedule on properties for sale as to when you would reduce the price and

by how much. In the work to revamp Caddo's Strategic Plan, Dr. Goree stated he believes this is one thing that can be redefined so we make sure we meet the Board's wishes.

Mr. Rachal stated he believes Ms. Brightwell is the pro in the market and we should follow her lead, which is something the Board can place in the agreement. Mr. Rachal asked if there has been any discussion on possibly holding an auction on any of these properties, Attorney Abrams explained State Statute does not allow for auctions, that real estate statute is very specific, and appraisals are only good for 6 months.

Mr. Woolfolk stated that he hopes by the February meeting to have and be able to bring two offers to the Board with a recommendation. Ms. Brightwell reiterated that if only one completed contract is received, it will be submitted; and she noted factors in addition to the price the Board should consider when receiving an offer; .i.e. due diligence, environmental reports, major mechanical inspections as well as the ability to close (looking at debt to income ratio).

Mr. Woolfolk shared the continued issue with traffic flow, congestion and parking around the Professional Development Center. He reported that the property adjacent to Central Office (old Hart Lumber) is now for sale, and staff has looked at the possibilities of this property for moving Transportation and buses away from the PD area. He added staff looked into the cost to asphalt this area around PD and determined it was prohibitive so staff did not investigate that option any further. With Hart Lumber for sale, and if staff can negotiate the right price on this property, staff believes this is an option for relocating the Transportation Department with parking for the buses as well. He further reported that in looking at this possibility, staff broke the project into three phases: Phase I would be to purchase the property for \$350,000 or less; demolish some of the structures; and add a fuel station. Phase II would be tear down the Title I and tractor repair buildings, move mechanics to the new location; move buses away from the main building and relocate the entrance and exit. Phase III would be relocate Maintenance from Bert Kouns to the old transportation area and put the warehouse on Bert Kouns for sale as it is mainly used for storage of old records.

He explained these projects would come to the Board as proposed capital projects, but none of these possibilities (phases) will happen unless the School Board takes ownership of the property. Dr. Goree clarified that Phases II and III would be referred to the Long-Term Planning and Development Committee to look at how this property can be utilized in the future. He also said that the Hart Lumber facility is concrete which makes it very valuable to us as a place to park the buses other than in the gravel.

Mr. Little asked if any of the structures from Hart can be repurposed, and staff shared what structures will be torn down, but the ones they can use. Mr. Little also asked about relocating the fuel depot to the new location and if there is an estimated cost. Dr. Goree said discussion has been about leaving the current fuel station and adding another one because of the number of District vehicles. Mr. Little asked about the bus wash facility and its location, and staff responded that anything can be moved, but it has only been in place for 3 years.

Mr. Thompson said his only problem is the issues at his schools that need to be addressed, i.e. track field, stadium, and there are no funds for these things so it will be very difficult to support anything other than what is needed at the schools.

Ms. Green asked about the parking at Attendance and the danger in crossing the street so she agrees with Mr. Thompson about meeting the needs of the students in the schools. Dr. Goree clarified the District has a formal understanding with the church that they will park on our property whenever they have anything at the church and they agree we can use theirs for parking. He also reminded them of the age-old rule that you always look at property that touches your property; and that there be further dialogue concerning this opportunity. Ms. Green noted it is apparent that there has been conversation with the Hart Lumber people, and Dr. Goree reminded the Committee that as Superintendent it is his job, at the direction of the President and Counsel, to go out and negotiate relative to the values of properties and bring opportunities and recommendations back to the Board. Ms. Green added that this is just Attendance and she has not even begun to talk about the needs in her district. Dr. Goree also added that in three years, Caddo will have 300 brand new buses that do not need to be parked in gravel, as well as security issues (vandalism) we continue to experience with buses parked in other places.

Mr. Nations shared that he sees the value and wisdom in this, because we do not know how long it will be available or who might purchase it.

Dr. Goree reminded everyone that in our efforts to right size the District, moving the Maintenance Department from Bert Kouns to here is addressing moving all the services to a central location and closer to the job sites (schools).

Ms. Trammel stated that while she is not saying we need to quickly purchase the property, she believes we should look closer at how the District could benefit from this possibility. She also said she too has things that need to be done in her District, but she feels like this could be a savings to the District.

Ms. Bell agreed with the comments relative to the new buses and history of vandalism; and while she knows there is a need for a new wing at Walnut Hill, she is also aware of the importance of looking at ways to save money.

Mr. Thompson stated that he is not against a place for the buses, but he is only saying that our priorities should be at the school sites where the students don't have things they need. He asked if consideration has been given to parking all the buses at the Bert Kouns site with security. Dr. Goree stated staff can work to address some of the needs at the school sites, but this is not a "this versus that".

**Visitors.** Jackie Lansdale, Red River United, going to the public to help with needed services and resources; and Bishop Brandon, president of Northwest Louisiana Community Development Corporation, the corporation that has placed a bid on Hillsdale. He said they are working to complete their application and highlighted their involvement in the education system and how they plan to use the Hillsdale facility.

**Adjourn.** On motion by Ms. Green, second by Mr. Little, the meeting adjourned at approximately 4:05 p.m.



**February 4, 2020**  
**CPSB Audit Committee**

**Members present** – Chair John Albritton, Jasmine Green, Dottie Bell and Dr. Bonita Douzart. Don Little was absent. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, Board members Lloyd Thompson, Mary Trammel, Raymond Green, Denee' Locke, Barry Rachal, and Tony Nations. Staff members present were Jeff Howard, Kelli Duffield, Keith Burton, James Woolfolk and Mary Wood.

Mr. Albritton called the meeting to order at approximately 3:00 p.m. The prayer and Pledge of Allegiance were omitted.

**Confirm the Agenda.** *Mrs. Bell moved, seconded by Ms. Green, to confirm the agenda. Vote on the motion carried.*

**School Audit Updates.** Mr. Albritton clarified, relative to a letter sent to Board members, that audits do not bring charges, but they bring findings which are reported to management. In an organization the size of Caddo Parish School Board with approximately \$400 million, 5,000 employees, 37,000 students, it is important to have policies and procedures in place; and there are times when changes are needed and it is the responsibility of the Auditing Department to bring these recommendations to the Board. Dr. Goree added that he looks at the Auditing process as an ongoing conversation; and while auditing may at times make recommendations he does not agree with, there is a process by which staff can attach their feelings. Also, it is not best for the organization to tell management to delete or take something out of the audit, but to state management's feelings and to attach a record to the file.

Ms. Duffield highlighted a copy of this update provided to the Board reporting that auditing the schools has moved to a risk-based approach in which schools are categorized into low, medium and high risk. She shared a grid of the 58 audits (broken down by high, middle and elementary schools and also low, medium and high risk). When stating one is high risk, she explained this means there may be a large number of transactions going through a particular school or problems with fundraisers, etc. At this time, all high and medium risk audits have been completed, leaving them with approximately 41 low risk audits which are basically a cash count, and staff is confident these will be complete by the end of May. Ms. Duffield also noted a number of new bookkeepers this year which they are responsible for training, as well as inservicing new principals on policies and procedures for keeping their school on track.

She also highlighted the summary of the departmental review/audits, NAPA report for Transportation and two HR follow up audits, re: overpayments which will be completed in March, specifically with the JROTC overpayment. Over and under payments are being compiled and they will meet with every employee effected. Dr. Goree stated that a lot of the issue was a misunderstanding with the District and what legislation actually said; however, he believes in going through a detailed audit will better help everyone understand so we never end up in this type situation again. He also stated there is a grievance process in place and staff will report back to the Committee to keep everyone up to date.

Ms. Duffield reported that Allison May has worked on this project having completed the 2018-19 school year; however, we have been unable to finish because those affected get a raise in January of every year so they are waiting on those numbers before staff can complete. She further reported that the general overpayments project is being worked on by another auditor which was part of an HR audit several years ago and the myriad of ways that the District could possibly be overpaying or underpaying and the processes in place.

**Salvage Sale.** Ms. Duffield reported that Ms. Lloyd, director of purchasing, brought this issue to their attention and asked auditing to conduct a review. She explained that anytime there is a sale of surplus equipment/supplies, there are specific guidelines that must be followed and the Purchasing Department is in charge of disposing of all extra salvage equipment. The gross sales from the last four salvage sales has been more than \$100,000 prior to any cost for a third-party auctioneer and fees, cost to move items, etc. Ms. Duffield explained that in conducting the review, Auditing looked at the written procedures in place, the 3<sup>rd</sup> party auctioneer, the various payment methods, security at the salvage sale, as well as on-line options, to make sure that written procedures and policies are in place to guide those involved in the salvage sales and be in compliance. Also, she said it is important to make sure there are service agreements with any 3<sup>rd</sup> party vendors, i.e. licensed auctioneers or employees under contract to move the surplus equipment; and that auctioneers handle the payments and sales taxes due and submit one check to the District. Ms. Duffield also noted the recommendation that salvage equipment be sold online which would eliminate the cost of a third-party auctioneer. Auditing has met with the Finance and Purchasing Departments, both areas being in agreement with the recommendations made

and they will be finalized and in place prior to the salvage sale in the fall of 2020. It is at that point that Auditing will conduct a followup audit.

Ms. Green asked about high turnover for bookkeepers, and Ms. Duffield responded that retirement is a reason for the greater percentage of those leaving. She asked staff if these positions are posted and filled or are they filled by someone already on the campus that can fill the position. Ms. Duffield said HR would actually post the vacant position; however, sometimes employees are hired from within and at times, auditing staff is asked to sit in on the interviews. Dr. Goree added that in approximately 95% of these vacancies, the executive director of the school is also involved in the process for filling them; and a lot of people do look to these vacancies as opportunity for advancement.

Mrs. Bell asked about the summary of projects and the overpayment of JROTC instructors and if she understands correctly they are paid from the Army and the Caddo Parish School Board. Ms. Duffield confirmed that to be correct and there are two pay assignments: (1) the pay the Army requires us to pay them and (2) a supplement in which 10 month employees get approximately \$17,000 and 12 month JROTC employees get approximately \$20,000; and this is on top of what the Army gives them. She further explained that a more detailed report will be presented to the Board in March.

Dr. Goree added that the supplement is very consistent throughout all JROTC programs. Mrs. Bell asked about the raise they will receive in January, and Ms. Duffield clarified that they get an annual increase in January and Congress sets the rates (3% - 7%), which is higher than the District's step increase. Mrs. Bell asked how the time in auditing is divided to accomplish what the Department does, and Ms. Duffield explained that in the fall, staff focuses more heavily on the school audits (medium and high risk audits), and the low risk schools are done in the spring and summer. Departmental reviews begin in January; and audits are assigned according to strengths of the auditors.

Mr. Nations asked if there are any checks and balances submitted to the auctioneer for proper recording. Ms. Duffield stated that in the past, Caddo has been responsible for all the credit card sales, and the auctioneer handles the cash payments which typically is not as much as the credit card amounts. On the ROTC overpayments, Mr. Nations stated he believes it behooves the employee, who knows the check is for a greater amount, to notify someone. He also asked if steps have been implemented to avoid this happening again in the future, and Ms. Duffield said steps have been put into place and staff will issue a full report in March on how this happened and how it will change in the future.

Dr. Goree said he believes we have been talking about these issues for a while, and staff is determined to correct this issue.

Mr. Rachal asked about the purpose for listing a new principal and new bookkeeper. Ms. Duffield said the Department does the training; however, 11 is a lot and it takes a lot of time, so she wanted the Board to see that the Department still has 41 audits to do and is why more school audits have not been completed. Dr. Goree also added that this is a new skill set for many. Mr. Rachal asked if every school is audited every year, and Ms. Duffield responded they are. Regarding salvage and theft, Mr. Rachal asked if we have experienced theft of salvage items. Ms. Duffield clarified that when Ms. May went to a site, the gate was unlocked, there was a generic security code, and staff is only noting some observations and the difficulty in knowing who was on a campus and at what time. Mr. Rachal also asked about management's response (from Ms. Lloyd) and if there is a need for a more specific directive with the on-line versus the on-site sales. Ms. Duffield noted there are things that can be placed on-line, but there are also items that cannot be placed online, and the Attorney General states anything \$5,000 or less can be sold on the Internet. Mr. Rachal asked who determines if it will be done online, and Mr. Howard stated it depends on what is being sold.

Ms. Trammel asked what in surplus sales might be valued at less than \$5,000 and sold online, and staff responded items such as computer equipment, parts, desks, chairs, etc. Ms. Trammel asked for clarification on generic codes for security and construction and is it set up to know who used the code and at what time and day. Ms. May responded that in looking into this, it is her understanding that the security system only allows a certain number of codes, so a third party contractor will be given a code and he in turn may share that code with all the workers on the project. Ms. Trammel also asked if staff can share random situations of low, medium and high risk schools and how they are ranked, and Ms. Duffield explained there are certain criteria in each area and she can provide that information. Ms. Trammel asked how many officers are involved in the overpayment, and staff responded the 10-month employees were overpaid, and the 12 month employees were mostly underpaid and to varying degrees.

Summary of Special Projects. Ms. Duffield reported that on the Academics side, they are looking into the diploma issue; and at this time she has worked with the Records Department to set up all records online so there are no more checks, cash, or paper; and new procedures are in place for the coming graduation season. Dr. Goree also added that because this has been turned over to the police, staff has been told to stand down from our investigation efforts. Ms. Duffield said they are providing updates; however, they are really slow at doing so. She also reported that Auditing is working with the Finance Department to implement an on-line travel system which will pull everything from the travel request as well as completion of expense reports making everything automated. She also reported that Auditing is working with the HR and IT departments to resolve the retirement questionable years issue and this should be complete by June 30<sup>th</sup>. Ms. Duffield also added the District has a fraud hotline; and while there has been a lot of activity on this hotline this year (13 calls, tips/emails), they are all extensively followed up on, documented and placed in a file. Lastly, Ms. Duffield noted the recent update to the D policies in the fall of 2019.

Ms. Trammel asked if staff will look into the possibility of a credit card for Board members to use when traveling. Mr. Howard said he can check into the possibility. Mr. Abrams cautioned the Board about placing incidentals on the District credit card and Board members being subject to providing an explanation to the Ethics Commission. Dr. Goree asked for clarification and that the request is about the possibility of checking out a card when traveling and turning it back in upon return.

### **VISITORS**

The following visitors addressed the Board on noted topics: (1) Jackie Lansdale - JROTC overpayments and the assumption of overpayment before the audit has been completed; and if the Board is aware these employees' wages are being garnished prior to the completion of the audit; and (2) Jon Glover requested a copy of bound document provided to committee.

**Adjournment.** *Mrs. Bell moved, seconded by Ms. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 3:57 p.m.*

**February 4, 2020**  
**CPSB Executive Committee Work Session**

**Members present:** Mary Trammel, John Albritton and Raymond Green. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams and Board members Steve Riall, Jasmine Green, Lloyd Thompson, Dr. Bonita Douzart, Denee' Locke, Barry Rachal, Tony Nations and Dottie Bell. Board member Don Little was absent.

President Mary Trammel called the meeting to order at approximately 4:30 p.m. Board member Jasmine Green led the invocation and Pledge of Allegiance.

**ESTABLISH THE AGENDA AND CONSENT AGENDA FOR THE FEBRUARY 25, 2020 CPSB MEETING**

Superintendent Goree highlighted the proposed items for the Board's consideration at the February 25, 2020 CPSB meeting and the following discussion ensued.

Construction Bids. Mr. Bell inquired about the bid for Turner and if it is the last phase of this project, and Dr. Goree responded it is and these projects are scheduled for completion this summer.

Reserve for Filipino Teachers. Superintendent Goree highlighted this particular item explaining that as the budgetary process is cleaned up staff has determined there are several accounts no longer active. He reported there is currently \$415,577 in this account; and because we are no longer bringing teachers from the Philippines, there is no longer a need for this to be in the account. It is staff's recommendation to move these funds to an undesignated fund balance; and if anything comes about in managing Caddo's Filipino teachers, it will be managed from the normal budgetary process. Mr. Rachal asked that someone explain where this fund is in the budget and that staff provide him an itemized statement of the undesignated funds. Mr. Howard responded that this breakout is reported annually in the CAFRA financial statement to the Board, and he will provide this information to the Board.

Mrs. Bell asked how many Filipino teachers are still teaching in the District, and Dr. Goree stated that staff will provide this information to the Board.

Disposition of Level III Grievance (Herndon Teachers). Dr. Goree clarified that this item is brought to the Board for the Board to determine if it wishes to hear oral arguments or uphold staff's recommendation.

Consideration of Agreement for the Sale of the Hillsdale Property. Ms. Green asked that staff further explain what is happening with this item. Mr. Woolfolk highlighted the events leading up to today, including: Board approved approximately 6 months ago to put Hillsdale Elementary up for sale; staff listed Hillsdale property at the appraised value of \$1 million; over the last 6 months, staff received two proposals for purchase of this property (one for \$700,000 from SWEPCO and one for \$760,000 from Northwest Louisiana Community Development); and staff is waiting to receive needed pertinent information on the viability of the \$760,000 offer. However, he believes staff will possess this information by the February 25<sup>th</sup> meeting. At this time the proposal received has been sent to Caddo's attorney to review and he anticipates this review being complete by the February 25<sup>th</sup> meeting. Ms. Green noted that a proposal was received for \$760,000, which is the higher of the two received, and asked if there is a deadline for receiving the needed information. Mr. Woolfolk responded that the first completed offer he receives he will bring to the Board for consideration. Ms. Green asked if this means the one brought to the Board may not be the higher offer? Mr. Woolfolk explained staff will bring the highest bid; however, he does not want to wait until 3:00 on the day of the meeting, but would want to cut off the time for submitting an offer prior to the 25<sup>th</sup> to allow the opportunity to review and submit to the Board. Dr. Goree stated that Mrs. Brightwell is working with both agencies to ensure that all the appropriate documentation is received from both companies submitting an offer.

Mr. Rachal asked Mrs. Brightwell about the 5 months requested by SWEPCO for inspection with a possible extension of 3 months, and Mrs. Brightwell confirmed their request for 150 days for the initial term of due diligence and an extension of 90 days. She said this is not unusual with commercial property listings, and the request has been reduced from their initial request of one year. Mr. Rachal asked if he understands correctly that the second offer only needs to provide the letter confirming proof of availability of funds, and Ms. Brightwell responded that is correct and that she has repeatedly asked for this specific information.

Mr. Rachal asked Mrs. Brightwell if there are any red flags at this point, and she said she has not determined any but expounded on the small easement in question (at Monkhouse Drive) which is owned by the City of Shreveport.

Mrs. Bell asked if there is a deadline for bids to be turned in, and Mr. Woolfolk said there is not a deadline; and everyone is being given the opportunity to turn in all pieces of information prior to the Board meeting on February 25<sup>th</sup> so staff will be able to bring the best offer to the Board for consideration. Mrs. Bell asked if staff has settled on these two offers, and Mr. Woolfolk explained that if someone else turns in an offer before the 25<sup>th</sup>, it also will be considered. Mrs. Bell asked if no additional offers are submitted, and of the two remaining offers, one has all the required information and the second does not, how will staff move forward. Dr. Goree stated staff will bring the best offer to the Board which includes a completed packet.

Ms. Trammel asked for clarity and how long it takes to complete a packet for presentation, and Mrs. Brightwell stated not very long, because when she receives an offer to purchase a property, she must review it and turn it over to the client as soon as possible. With the SWEPCO contract, she met with staff and made some changes to their proposal and will submit it back to them for consideration. She also stated that SWEPCO does not have to respond to her. Ms. Trammel asked about the time frame to be able to close on the property, and Mrs. Brightwell explained that the option period is stated in the email and they have 30 days beyond the option period to close which gives the attorney the time to put the closing together. Mrs. Brightwell reminded the Board that according to SWEPCO's proposal, they requested 150 days for due diligence; and if they need to expand beyond that, they requested a 90-day extension. In response to the time period for getting financing, Mrs. Brightwell said she believes this transaction would be a "cash to seller" because they do not need to obtain financing. Ms. Trammel asked about the time for the second party to present their financing, and Mrs. Brightwell responded that is unknown as she has no information on the agreement received.

Ms. Green said by the way Board members are asking questions, she sees which way they are trying to go, so she asked if SWEPCO has indicated what their plans are for the building. Mrs. Brightwell stated they indicated it is for commercial purposes, so they would be using it for themselves. Ms. Green asked Mrs. Brightwell to interpret what that means, and Mrs. Brightwell said because it is an energy company, she assumes it means they will use it for their energy company purposes. Ms. Green asked if that means office space, and Mrs. Brightwell responded she does not have a 100% understanding of what their use of the space will be other than for commercial purposes.

Mr. Riall asked if stipulations on what the property will be used for were included, and Mrs. Brightwell stated we did not list stipulations; however, if someone submits a proposal and includes the plan for the facility, considering what the building will be used for is important. He also asked if he understands correctly there are no concerns with the SWEPCO proposal and their ability to close; and Mrs. Brightwell clarified that she did not see anything; but it is up to the owners of the property to make this determination.

Dr. Douzart asked for clarification as she remembered from the last meeting that SWEPCO was late in submitting their offer, and Mrs. Brightwell clarified SWEPCO did not submit their offer in time to bring it to the committee meeting. Dr. Douzart said she is speaking to what she may have misunderstood, because she understood something was closed and it was too late. Mrs. Brightwell stated she is unsure, but she stated she did not have anything from SWEPCO to submit at the committee meeting; however, as soon as it was submitted, it was given to staff for review. Dr. Douzart stated for some reason when she starts talking, she gets a lot of conversation, and she is attempting to clear up what is in her mind because she understood SWEPCO was out of the picture.

Mr. Woolfolk clarified that staff has worked with SWEPCO for several months and when they submitted an offer, staff countered because staff believed it to be too low to bring to the Board. He said at that time they did not have a purchase agreement; however, SWEPCO has come back with another offer and a purchase agreement which was submitted to our attorneys to review and verify that it legally meets what we could do. At this time, it is being sent back to SWEPCO with marked changes. He confirmed it to be correct that we originally did not have a purchase agreement at the committee meeting, but we did have a framework that staff believed everyone could live with. Dr. Douzart expressed her appreciation for the explanation.

Dr. Goree added that even to date, if someone brings a better offer prior to February 25, staff willingly will receive it for the Board's consideration; and staff will bring a recommendation to the Board based on the best offer we have received at that time.

Mrs. Brightwell reminded everyone that nothing has been approved at this time. The SWEPCO contract has not been approved by either party; and the 2<sup>nd</sup> offer has not been approved by buyer or seller. She added we are waiting at this time for additional information, and there is no time limit; but she will never wait for someone else as this is not legal for her to do. She must submit offers as they are submitted. Dr. Douzart expressed appreciation for this explanation.

Mr. Nations asked should a deadline have been established for submitting bids, and Dr. Goree said through the change, these are some of the things we were moving away from so we could go out and get the best offer. Mrs. Brightwell stated that this process is not a bid process, but it is a listing and those interested present an offer. Mrs. Brightwell did explain that interested parties were made aware of the meeting last month with the School Board and encouraged them if interested to turn in their proposal; however receiving completed offers did not happen.

Consideration of AMIKids and Pathways Charter Renewals. Dr. Goree explained that the Board's original process of granting these charters was that we would review them to insure they are still meeting the needs and services agreed to in the original agreements. He reported the Academics' team has completed audits of AMIKids and Pathways and is recommending renewal of both charters. Mr. Thompson asked Mr. Burton to repeat the numbers given him when they visited because he is concerned that after three years, AMI is still an F school. Mr. Burton said for 2018 and 2019, progress index for Pathways on Mansfield was a C; Pathways on North Market was a D; and AMIKids was an F. He added that while AMI has been an F school for the past three years, they have made incredible progress and are very close to a D ranking, with their School Performance Score last school year increasing by 248%. Mr. Burton reported that the entire Academic team walked the campus, conducted a review with their administrative staff focusing on curriculum, accountability, SPED, student reports, and school culture, and they identified areas of refinement for improvement as well as those things they were doing very well. After this full review, the team is recommending renewal of both these contracts. Mr. Thompson asked for clarification on the length of time for the renewal, and Mr. Burton responded three years. Mr. Burton also added it is the team's recommendation to add to the agreement that academic reviews take place annually versus every three years.

Ms. Green asked if there is a chart of the progress, and Mr. Burton said there is and he can provide it to the Board.

Mrs. Bell recognized that the students attending these three schools are Caddo students and they are being provided a second chance. She said whatever it takes to keep these schools in operation to help Caddo students, we need to do.

Mr. Riall asked if these are the only two charter alternative programs Caddo offers for its students, and Dr. Goree stated we also have the Ombudsman program. He further explained that when the Board approved these charters, they did so with a specific niche of children to educate, i.e. Pathways, non-traditional high school students with non-traditional hours. Mr. Riall asked Dr. Goree to compare the success rate of these programs versus the success of Caddo's alternative programs. Dr. Goree, since he was not in Caddo when these were implemented, said he has researched these programs and noted that Caddo did not do a very good job with the students in the alternative settings; and this played a big part in the Board's decision to implement the programs at Ombudsman versus housing the programs in the district. He also stated that he believes it to be a fair statement that these out-sourced programs have done a better job for our students than Caddo was doing.

Mr. Thompson added that he is not saying we don't need the school; however, he believes it needs to be looked at to determine if they are doing a better job than we can do as he is not in favor of closing any schools. He only wants us to address the failure for three consecutive years and look at what they are doing.

President Trammel announced the following as the consent agenda items: 7.01, 8.03-8.04, 8.07 and 13.01. *Mr. Albritton moved, seconded by Mr. Green, to approve the proposed agenda and consent agenda for the February 25, 2020 CPSB meeting as presented. Vote on the motion carried.*

## **POLL AUDIENCE**

The following visitors addressed the Board on proposed agenda items: Jon Glover, Item 8.07, students not getting what they need.

### **BOARD ANNOUNCEMENTS**

Dr. Douzart stated that she represents District 5 and she has received comments from her constituents regarding keeping up the parking lot, specifically on the west side of the School Board office because it is a safety factor. Dr. Goree said staff will follow up. She said an additional concern is Physical Education and its importance in academics. With students required to retain a 1.8 GPA in order to participate in athletics, i.e. football, basketball, track, etc.; she believes if a student's GPA goes below 1.8, this time should be utilized studying instead of participating in sports.

Mr. Riall asked Board members to remember Bob Griffin who was an advocate for children.

President Trammel asked everyone to remember Willie Burton's family in their thoughts and prayers.

Denee' Locke announced her resignation from the Board and shared with the Board the rewarding experience serving on the Caddo Parish School Board has been for her, and she will always be Caddo.

Mr. Thompson expressed his personal appreciation for her service and for her passion for the students in Caddo Parish and wished her well in her new endeavors.

Mr. Nations wished Mrs. Locke well in her future endeavors.

Mrs. Bell, and all Board members, extended gratitude and appreciation to Mrs. Locke for her service to Caddo.

Ms. Trammel thanked Mrs. Locke for her service and friendship.

Dr. Goree also shared how God has repeatedly confirmed through this process that this is the right move for she and Matt and wished them well.

President Trammel announced a special called meeting for Thursday, February 6<sup>th</sup> at 1:30 p.m. for the purpose of declaring the District 8 seat vacant and establishing guidelines for advertising and filling the vacant seat with an interim appointment.

**Adjournment.** *Mr. Albritton moved, seconded by Mr. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:45 p.m.*

**February 4 2020**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Dottie Bell, Raymond Green, and Denee' Locke. Mr. Riall and Mr. Little were absent. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Mary Trammel, Lloyd Thompson, Jasmine Green, Dr. Bonita Douzart, Barry Rachal, Tony Nations, John Albritton and staff members Jeff Howard, Keith Burton, Diane Atkins, James Woolfolk, and Mary Wood.

Mrs. Bell called the meeting to order at approximately 2:00 p.m. Ms. Trammel led the invocation and Pledge of Allegiance.

**Confirm the Agenda.** *Mrs. Locke moved, seconded by Mr. Green, to confirm the agenda. Vote on the motion carried.*

**RFP FOR BOND COUNSEL**

Mr. Abrams reported that since the last meeting, he received input from the Chair and comments from two members: (1) counsel from Louisiana preferred, and (2) use bond counsel and co-counsel (local). He noted changes made at the last meeting, i.e. Louisiana location and counsel's agreement to work with co-counsel with no additional cost to the District because counsel would split the fee with co-counsel. He highlighted revisions that addressed counsel being evaluated on communicating with co-counsel as well as partnering with and helping to build bond counsel capacity in Caddo Parish.

Mrs. Locke asked if this process is a good process and will it eliminate some of the Board members' frustrations. Mr. Abrams stated that part of the frustration is outside lawyers are contacting Board members wanting to do work for the District, because the District is currently receiving competent bond counsel representation. She also asked Mr. Abrams if he believes this will be more stringent than it has been in the past, and Mr. Abrams responded that the last time this was done was in conjunction with all other legal counsels and there were only two groups interested in doing bond counsel; and one did not submit their information timely and the second firm was Foley, Judell and Jacquelyn Scott. He said it is not a stringent process because Grant Schlueter with Foley, Judell meets every requirement in the RFP and the only possible issue(s) might be how to equitably work with co-counsel and that they are working close together in an effort to build capacity with attorneys in our local market.

Dr. Goree said from the counsel perspective the work is to keep the highest credit rating possible; and he agrees that occasionally we should go out with any service to determine what is available and that we are getting the best option available. Mrs. Locke expressed this was a major concern. Mrs. Bell noted that is why she put what she did in her comments and the importance of providing locals an opportunity.

Mr. Green stated that he would be pleased to know that at any stage of the negotiations that representation would report back to the committee. Mr. Abrams noted there will be a period of time for questions and answers if not individual presentations.

Mrs. Bell expressed her appreciation to Mrs. Trammel for following this new format.

Mr. Rachal asked for clarification that the Board does not have to accept or approve anything since it is in the proposal; and it is his belief that the Board should look at what is good for everyone the Board represents. He added he likes that it is set up with the Board as "judge" in determining whether or not someone meets the requirements. Mr. Rachal also noted his disappointment in the municipal advisor and his preparedness and explanations at the committee meeting; and while he understands this does not address the municipal advisor, he would ask that the administration consider looking at RFPs for this. Mr. Abrams reminded the committee that the Board did RFPs for the municipal advisor.

Mr. Thompson noted he is glad we are looking at taking care of local businesses and giving young, local attorneys the opportunity to do business with the Caddo Parish School Board.

Ms. Trammel asked where staff falls in this process and is it the sole responsibility of the Board. Mr. Abrams explained there will be a question/answer period of time; and at a given point, the Board can actually interview all the firms submitting responses to the RFP. Staff, at some point, will develop a grid of those things listed and submit the information with a recommendation to the Board, at which time the Board can accept or pull the information. Ms. Trammel asked if she understands correctly that the Board will make its decisions on this, and Mr. Abrams clarified the Board will receive input from staff which could include a recommendation the Board can accept or reject. Dr. Goree asked if the recommendation would come back to the committee to accept or deny and then sent to the full Board, and



Mr. Abrams explained that is up to the committee. From the staff's perspective, staff will take the information, grade the information, and the Board will decide.

Mrs. Bell said she would expect the Committee to present the information and recommendation to the full Board for consideration; however, she is asking that the staff bring something to the Board for consideration. Mr. Abrams stressed the importance of the bond counsel in this very limited area of practice. Dr. Goree asked if the RFP developed has a level of rigor to where it will distinguish out some of the firms that may not be in the District's best interest. M. Abrams said when developing the matrix, one can see that the degree of trust, comfort and confidence the Board feels toward the respondents; and if persons respond and have not handled the process themselves, they will not come forward to be the lead bond counsel, but possibly co-counsel. He also suggested that staff contact references as to the work they have done and note what these references say about the applicants.

Dr. Goree stated that in talking about experience working with bonds, is it an individual attorney or is it the firm they represent, and Mr. Abrams said it is the attorney and the firm because it is important to know that the firm has the ability to do the work and is strong. Relative to saying who, it will be important that the District knows the one actually doing the work and that the person doing the work is actually doing the work.

Mr. Abrams stated that the strength of the firm is important as well as how governmental bodies are rated for credit purposes; and you do not need someone answering questions who does not know tax law. Mr. Howard added it helps in the level of trust if the bond counsel has a relationship with the S&P analyst; and he asked if they should put in their proposal the percentage they will give to co-counsel, or if chosen allow them to negotiate with co-counsel (which is how it is set up now). Mr. Abrams said he does not know how you would grade someone on the percentage they say they will give, and under the ethics rule, the attorneys must be paid for the work they do, thus he believes we should allow them to negotiate that percentage.

Mr. Green asked if the term "within reason" could be used, but not limit their performance or selection.

Mr. Rachal stated that as we do research references, we should do the same on who we are currently using as well.

## **VISITORS**

There were no visitors.

*Mrs. Locke moved, seconded by Mr. Green, that the committee approve moving forward with the RFP and that the Board be advised during the Board meeting. Vote on the motion carried.*

**Adjournment.** *Mrs. Locke moved, seconded by Mr. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 2:30 p.m.*

**February 6, 2020**  
**Caddo Parish School Board Special Session**

**Members Present:** Jasmine Green, Lloyd Thompson, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Barry Rachal, Tony Nations, John Albritton (arrived at approximately 1:37 p.m.) and Dottie Bell. Board members absent: Steve Riall, Don Little. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams.

President Trammel called the meeting to order at approximately 1:30 p.m. at which time a quorum was present. Jasmine Green led the invocation and Pledge of Allegiance.

**VISITORS**

The following visitors addressed the Board regarding their interest in filling the District 8 vacancy: Melissa Netherton, Emma Shepherd.

**DECLARE THE DISTRICT 8 SEAT VACANT**

*Ms. Green moved, seconded by Mrs. Bell, to approve the Proclamation declaring a vacancy in District 8 and calling for a special election due to the resignation of School Board Member Denee' Locke, made effective February 4, 2020 as provided at the workstation. Vote on the motion carried unanimously.*

For the record, Mr. Rachal announced that for those interested in filling the unexpired term through December 31, 2022, the qualifying period is July 15-17, 2020 with the Primary Election being held on November 3, 2020 and if needed, a runoff on December 5, 2020.

**ESTABLISH THE PROCEDURES FOR FILLING THE DISTRICT 8 VACANCY**

*Ms. Green moved, seconded by Mrs. Bell, that the following procedures for filling the District 8 position be advertised in the official journal;*

*That applications for filling the Caddo Parish School Board District 8 position be addressed to the President of the Caddo Parish School Board and accepted by hand delivery at the superintendent's office located at 1961 Midway Avenue, Shreveport, LA until 12 noon on Friday, February 14, 2020.*

*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 will be held at a special board meeting on Friday, February 21, 2020 at 4:30 pm at the Caddo Parish School Board office board room, 1961 Midway Street, Shreveport, La.*

Mr. Abrams clarified that the person appointed by the Board to fill the Interim Appointment will serve until the special election on November 3, 2020 or runoff on December 5, 2020.

Ms. Green asked if the State establishes the interview time, and Mr. Abrams explained that is a decision of the Board and it must meet the 20-day requirement for appointing someone.

*Vote on the motion carried unanimously.*

**CALL A SPECIAL BOARD MEETING TO INTERVIEW CANDIDATES AND SELECT AN INTERIM APPOINTMENT FOR THE DISTRICT 8 VACANCY**

*Ms. Green moved, seconded by Mrs. Bell, that a special board meeting be held on February 21, 2020 at 4:30 p.m. for the purpose of interviewing candidates for the District 8 vacancy and for selecting an interim appointment. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Rachal moved, seconded by Mr. Albritton, to adjourn. Vote on the motion to adjourn carried unanimously and the meeting adjourned at approximately 1:50 p.m.*

**February 21, 2020**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 4:30 p.m. on Friday, February 21, 2020 with President Mary Trammel presiding and the following school board members present being a quorum: Steve Riall, Jasmine Green, Lloyd Thompson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Barry Rachel, Tony Nations, John Albritton and Dottie Bell. Also present were Secretary T. Lamar Goree and Legal Counsel Reginald Abrams. Ms. Jasmine Green led the prayer and pledge.

### **INTERVIEW CANDIDATES FOR THE DISTRICT EIGHT CPSB VACANCY**

President Trammel announced the purpose for today's meeting is to fill the interim vacancy on the board created by the resignation of Board Member Denee' Locke. She read the procedures to be followed in hearing from those interested in filling the District 8 vacancy stating that each candidate will be allowed up to 10 minutes to present his or her reasons for desiring to serve as interim board member from District 8, including his or her special skills or experience to offer as a board member and his or her perspective on the role of a board member. The following candidates shared with the board their desire to serve as interim board member from District 8: (1) Larry M. Barbee, (2) Jeri B. Bowen, (3) Sumer Cooner, (4) Melissa Kaye Netherton, (5) Emma Shepard, and (6) Christine Tharpe.

### **SELECTION OF INTERIM REPRESENTATIVE TO FILL THE CPSB DISTRICT EIGHT VACANCY**

The president announced she will call each candidate's name in alphabetical order and each board member will have one vote and the interim appointment must receive 6 votes. If in the first round of voting no one receives the majority vote, the Board will vote again on the top two candidates and if there is a tie, the Board will first vote on the tie vote and then vote on the top two candidates. As each candidate's name was announced, the following votes were cast: Larry M. Barbee (0 votes); Jeri B. Bowen (5 votes – Riall, Trammel, R Green, Albritton, Bell); Sumer Cooner (1 vote – J Green); Melissa Netherton (0 votes); Emma Shepard (2 votes (Thompson, Douzart); Christine Tharpe (3 votes – Little, Rachal, Nations).

President Trammel announced that the Board will vote again on the top two candidates and the following votes were cast as the names were called: Jeri B. Bowen (7 votes – Riall, J Green, Thompson, Trammel, R Green, Albritton, Bell); Christine Tharpe (4 votes – Little, Douzart, Rachal, Nations).

President Trammell announced that Jeri B. Bowen is the new interim board member representing District 8.

### **OATH OF OFFICE**

Legal Counsel Reginald Abrams administered the oath of office to Jeri Bowen, newly appointed interim board member for CPSB District 8. The board and audience extended congratulations and welcomed Mrs. Bowen to the board. Mrs. Bowen thanked all the candidates for their interest in serving the children in District 8 and Caddo Parish

**Adjournment.** *Mrs. Bowen moved, seconded by Ms. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:19 p.m.*

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T. Lamar Goree, Ph.D., Secretary

Mary A. Trammel, President

**February 25, 2020  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green, Lloyd Thompson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. T. Lamar Goree, superintendent, and Reggie Abrams, legal counsel. Mr. Rachal was absent.

President Trammel called the February 25, 2020 CPSB meeting to order at 4:30 p.m. at which a quorum was present. Ms. Green led the invocation and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE JANUARY 21, 2020, FEBRUARY 4, 2020, FEBRUARY 6, 2020 AND FEBRUARY 21, 2020 CPSB MEETINGS**

*Mrs. Bell moved, seconded by Mr. Riall, approval of the minutes of the January 21, 2020, February 4, 2020, February 6, 2020 and February 21, 2020 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**PRESENTATIONS AND RECOGNITIONS**

Charnae McDonald, assistant director of Communications, recognized the following students and employees and the Board President and Superintendent presented a certificate to each for their achievement(s). Family members, friends and administrators present were also recognized.

Music Presented by Huntington High School Choir. Members of the Huntington High School choir performed three musical selections for the Board and audience. Mr. Abrams shared that he had the opportunity to practice with this group in preparation for performing with the Texarkana Regional Chorale, Texarkana College, Grambling State University Choir, Texas High School and Veratos Academy in June 2020 in Paris. Mrs. Bell asked for those interested in helping support these students to please see her.

United States Senate Youth Program. Robert Lawrence, a senior at C.E. Byrd and finalist for Caddo Parish Student of the Year, was recognized for being selected to represent the state of Louisiana in the latest cohort of the United States Senate Youth Program. He will also receive a \$10,000 scholarship from The Hearst Foundation.

Silver Key – Scholastic Art & Writing Award. Naima Bomani, a senior at Captain Shreve and member of the Talented Arts Program, was recognized for receiving the Silver Key for Excellence in Art by the Region-at-Large Program of the 2020 Scholastic Art and Writing Awards.

2019 Recognizing Excellence in the Art and Literary Magazines. Captain Shreve student writers Genene Carter, Isobel Morten, Jada Wiggins along with 2019 graduates Tanner Hines and Demetrius Thompson were recently recognized by the REALM program for their writings.

Shreveport Green Neighborhood and Education Program Awards. Cassaundra Calloway, Shreveport Green, recognized the following schools as "Environmental Champions" in the Shreveport Green Neighborhood and Education Program: Booker T. Washington (Telecommunications Class), 7 years of community service; C. E. Byrd (Student Council), 6 years of community service; Green Oaks (JROTC), 8 years of community service; and Huntington (Interact Club), 15 years of community service. Teachers April Carberry, Katrina Gilliam, Lt. Col. Marvin Anderson, and Mischa Willis were recognized also.

2019 Louisiana High School Athletic Director of the Year Award. Anthony Tisdale, Caddo supervisor of athletics/health/physical education, was recognized for receiving the 2019-2020 Evelyn Cruse Blanchard Louisiana High School Athletic Director of the Year Memorial Award. Mr. Tisdale was chosen for this award by the Louisiana High School Athletic Directors Association.

## **VISITORS**

The following visitors addressed the Board on matters of concern/interest: Jackie Lansdale, Red River United, CPSB Policy GMAC, manner in which administration investigates employees.

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

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued.

Mr. Thompson asked that 8.07 "Consideration of AMI-Kids and Pathways in Education Charter School Renewals" be removed from consent and separated. Mr. Little requested that 8.02 "Out of State Travel" remain off consent.

President Trammel announced the Consent Agenda includes items 6.02-6.04, 7.01-7.02, 8.01, 8.03-8.04, 8.06-8.07 (Pathways), 8.08, 13.01 and 13.03. *Mr. Riall moved, seconded by Mr. Thompson, to establish the agenda and consent agenda for the February 25, 2020 CPSB meeting as presented. Vote on the motion carried unanimously.*

## **CONFIRM THE CONSENT AGENDA**

*Mr. Albritton moved, seconded by Mr. Riall, to confirm the consent agenda. Vote on the motion carried* and the following is a summary of the Board's action on the consent agenda items.

6.02 Personnel Transaction Reports – Resignations. The Board approved personnel transaction reports (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Administrative Contract Renewals. The Board approved the administrative contract renewals as recommended by staff and submitted in the electronic mailout.

6.04 Requests for Leaves (Certified and Classified). The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

7.01 Purchasing Bids. The Board approved the following bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheet(s): The Band House, Interstate Music and Nick Rail Music, Bid 10M-20 - Musical Instruments and Equipment. Bid tabulation sheets are filed in the official papers of the February 25, 2020 CPSB meeting.

7.02 Capital Projects/Construction Bids. The Board approved the following bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets: (1) Hamm Mechanical, L.L.C., with a Base Bid, Alt. 1, Alt. 2 and Alt. 3 for the sum total of \$2,086,000.00 for Project 2021-750, "C.E. Byrd HVAC, Phase 5"; (2) The Payne Company, with a Base Bid, for the sum total of \$970,000, for Project 2021-301, "Turner Elementary Middle School HVAC Phase 4"; and (3) Johnny's Roofing & Metal Works, Inc., with a Base Bid, for the sum total of \$183,600.00 for Project 2021-253, "E.B. Williams Stoner Hill Roof". *Bid tabulation sheets are filed in the official papers of the February 25, 2020 CPSB meeting.*

8.01 Property/Bus Rental Requests. The Board approved requests for use of CPSB properties/bus rentals as recommended by staff and submitted in the electronic mailout.

8.03 Consideration of Proposed Caddo Incentive Plan. The Board approved the proposed Caddo Incentive Plan as submitted in the electronic mailout.

8.04 Reserve for Filipino Teachers. The Board approved closing the Filipino Teachers Reserve and moving the balance of \$415,577 back to the undesignated fund balance.

8.06 Consideration of Purchase Agreement for the Sale of the Hillsdale Elementary School Property. The Board accepted the agreement submitted for the Sale of the Hillsdale Elementary School Property as provided in the electronic mailout.

8.07 Consideration of Pathways in Education Charter School Renewal. The Board approved renewal of the Pathways in Education Charter School as submitted by staff in the electronic mailout.

8.08 To consider and take action with respect to adopting a resolution recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of General Obligation School Bonds, Series 2020, of Parishwide School District of Caddo Parish, Louisiana and providing for other matters in connection therewith. The Board adopted the following resolution recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of General Obligation School Bonds, Series 2020, of Parishwide School District of Caddo Parish, Louisiana and providing for other matters in connection therewith as submitted in the electronic mailout.

## **RESOLUTION**

A resolution recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of \$9,800,000 General Obligation School Bonds, Series 2020, of Parishwide School District of Caddo Parish, Louisiana, and providing for other matters in connection therewith.

WHEREAS, the Parish School Board of the Parish of Caddo, State of Louisiana, acting as the governing authority (the "Governing Authority") of Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), adopted a resolution on December 17, 2019, authorizing the issuance of Nine Million Eight Hundred Thousand Dollars (\$9,800,000) of General Obligation School Bonds, Series 2020 of the Issuer; and

WHEREAS, the President and/or Secretary of the Governing Authority have executed the Bond Purchase Agreement as authorized by the Bond Resolution; and

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:

**SECTION 1.** Confirmation of Bond Purchase Agreement. The sale of the Bonds has met the parameters set forth in the Bond Resolution, and accordingly the terms of the Bonds contained in the Bond Purchase Agreement are incorporated herein, and the Bond Purchase Agreement is hereby accepted as executed and attached as **Exhibit A** hereto.

Capitalized terms used but not defined herein shall have the meaning given such terms in the Bond Resolution.

**SECTION 2. Official Statement.** The Issuer hereby approves the form and content of the Preliminary Official Statement dated as of February 4, 2020, pertaining to the Bonds, which has been submitted to the Issuer, and hereby ratifies its prior use by the Underwriter as Purchaser 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 Executive Officers and delivery of such final Official Statement to the Underwriter for use in connection with the public offering of the Bonds.

**SECTION 3. Bond Insurance.** This Governing Authority hereby makes the findings required by Section 1429 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, of the benefit from entering into contracts with Assured Guaranty Municipal Corp. for the acquisition of a Municipal Bond Insurance Policy for the Bonds. The provisions of **Exhibit B** hereto are hereby adopted and shall be incorporated in this resolution as if fully set forth herein, and the Executive Officers, or either of them, are hereby authorized and directed to execute all documents related thereto.

**SECTION 4. Deposit of Premium.** The net premium of \$858,716.15 to be received by the Issuer upon the delivery of the Bonds shall be deposited in the construction fund to be established pursuant to Section 10 of the Bond Resolution and used to pay costs associated with any purpose for which the Bonds are being issued.

**SECTION 5. Execution of Documents.** 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 resolution.

**SECTION 6. Repealing Clause.** All resolutions, or parts thereof, in conflict herewith are hereby repealed.

**SECTION 7. Effective Date.** This resolution shall become effective immediately upon its adoption.

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

<u>School Board Members</u>	<u>Yea</u>	<u>Nay</u>	<u>Absen t</u>	<u>Abstaining</u>
Steve Riall	X	_____	_____	_____
Jasmine Green	X	_____	_____	_____
Lloyd Thompson	X	_____	_____	_____
Don Little	X	_____	_____	_____
Bonita Douzart	X	_____	_____	_____
Mary Trammel	X	_____	_____	_____
Raymond Green	X	_____	_____	_____
Jeri B. Bowen	X	_____	_____	_____
Barry Rachal	_____	_____	X	_____
Tony Nations	X	_____	_____	_____
John Albritton	X	_____	_____	_____
Dottie Bell	X	_____	_____	_____

And this resolution was declared adopted on this, the 25<sup>th</sup> day of February, 2020.

/s/ Dr. Theodis Lamar Goree  
Secretary

/s/ Mary Trammel  
President

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 School Board on February 25, 2020 recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of \$9,800,000 General Obligation School Bonds, Series 2020, of Parishwide School District of Caddo Parish, Louisiana, and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature on this, the 25<sup>th</sup> day of February, 2020.

\_\_\_\_\_  
Secretary

13.01 Student Readmission Appeal Hearings. The Board approved readmission appeals for students BR and HD as recommended by staff and submitted in the electronic mailout under confidential cover and whose parents are in agreement

13.03 Litigation Update, re: Valerie Branton v. Caddo Parish Fire District #6, Caddo Parish School Board and DeSoto Parish EMS, Suit Number 603,522, Claim #6533497. The Board authorized resolution of matter in accordance with the recommendations of staff and Board Counsel.

#### **OUT OF STATE TRAVEL (GENERAL FUND)**

*Mr. Riall moved, seconded by Mrs. Bell, to approve requests for out of state travel (General Fund) as recommended by staff and submitted in the electronic mailout. Vote on the motion carried with Board Member Don Little abstaining.*

#### **DISPOSITION OF LEVEL III GRIEVANCE (HERNDON TEACHERS)**

*Mr. Albritton moved, seconded by Mr. Nations, to uphold the staff's position of the grievance based on the recommendation of the Superintendent in the disposition of the Level III grievance.*

Mrs. Lansdale, Red River United, requested that the Board vote to hear this grievance at the next regular meeting.

*Mr. Riall moved, seconded by Ms. Green, that the Board hear this grievance.*

Ms. Green stated that if an employee in Mrs. Landale's group wishes to be heard, she believes hearing is the least we can do. Board members Bell, Dr. Douzart and Thompson shared their agreement.

Mr. Abrams clarified that this will not be to hear from the employees, but it will be to only hear argument from the attorney or organization. The employees have testified based on the information provided.

Mrs. Bell said she still feels the Board needs to hear it. Mr. Thompson stated his agreement.

*Mr. Riall moved to call for the question to end debate on all motions on floor. The motion was seconded by Mr. Thompson and carried with Mr. Little opposed.*

*Vote on the substitute motion to hear the arguments carried with Mr. Albritton and Mr. Little opposed.*

#### **CONSIDERATION OF AMI-KIDS CHARTER SCHOOL RENEWAL**



Mrs. Lansdale, Red River United, stated the teachers at AMI-Kids have not received and should have received the State pay increase given to Caddo last year.

Dr. Goree explained staff has met with someone from AMI-Kids and they have rectified and clarified and will begin paying the \$1000 incentives to their employees. Because AMI operates as a charter organization, we do not manage their finances, and we cannot require them to pay out the incentives the same as Caddo

*Mrs. Bell moved, seconded by Mr. Riall, renewal of the AMI-Kids Charter School as submitted by staff in the electronic mailout.* Mrs. Bell stated they have done a good job helping our students and she feels we should continue to offer this support for Caddo students. Mr. Little asked about clarification on the statements relative to bonus pay and have the other charters received this. Dr. Goree clarified that it is not bonus pay but a pay raise; and when the Legislature approved a pay raise for all employees, our charter schools also qualified to receive it. He added that all teachers, rather charter or public, will or should receive this pay raise.

Mr. Abrams clarified that when the Board votes on a charter renewal it must be based upon the statute that they meet all the requirements for the renewal and not based on anything else. The fact that we are not responsible for how they pay their employees, even though that is an issue today, the renewal must be based on the Superintendent's recommendation or else the charter will end. The issue before the Board today is whether or not they meet the requirements in the bulletin for the renewal of the charter, and it is his understanding that they meet those requirements.

Mr. Thompson stated his agreement that we need to give students a second chance, but he doesn't understand if the second chance means they continue to be in a failing situation. He believes it to be necessary to revamp and find out how Caddo can do a better job in helping these students, and are we really getting what we are paying for. Dr. Goree shared, because many Board members were not on the Board when the Board voted to bring in AMI-Kids, the purpose for doing so being to provide a service where Caddo had not seen great success. He explained initially they were taking middle school expelled students to support them; and prior to him we were not successful and worse than what we are getting at AMI. Dr. Goree stated his agreement with not only AMI but with all the schools in the District in failing status. We don't want to take them away, but work with them to build the program which is what the academic audit did.

*Mr. Riall moved, seconded by Mrs. Bell, to call for the question. Vote on the motion to end debate carried with Mr. Thompson opposed and Dr. Douzart abstained.*

*Vote on the motion carried with Board members Thompson, J Green and Douzart opposed.*

## **SUPERINTENDENT'S REPORT**

Re-Imagine Caddo: The Plan for Excellence (2019-20 SY Mid Year Progress Report). Dr. Goree reminded them that this is the mid-year review of the current plan, and because we are in the process of revamping our Strategic Plan, there will not be a formal presentation on the process of the current plan. A complete review of the current plan will be at the end of the school year.

## **ANNOUNCEMENTS AND REQUESTS**

Ms. Green thanked Mrs. McDonald in Communications for her skills in putting together the video presentation. Ms. Green also reported on the retiring of Tra'Davious White's jersey and the outstanding media coverage. She also

expressed appreciation to Tra'Davious White for donating \$10,000 to Green Oaks High School.

Mrs. Bell announced that the Huntington Raider girls are No. 2 in the state and will play Thursday; and Walnut Hill and Turner won their championships.

Mr. Thompson announced he will be on Caddo's website with his video next month.

Mr. Green commended Oak Park for their production during Black History Month.

Mr. Little requested a written contingency plan relative to Covid-19.

Ms. Trammel reported on her visit today at Woodlawn Leadership Academy.

Ms. Trammel introduced newly appointed Board member Jeri Bowen.

Mrs. Bell announced that on Thursday she will be speaking to all students who go to the Friendship House. She also asked that everyone remember Mr. Otis Jones family during this time.

Ms. Trammel announced that the Caddo School System received the Harry Blake Award for Achievement at the Mt. Canaan Baptist Church on Sunday, and it will be on display in the Superintendent's Office.

#### **EXECUTIVE SESSION**

Student Expulsion Appeal Hearing. *Mr. Riall moved, seconded by Ms. Green, regarding student JP expulsion appeal for 15 minutes. Vote on the motion carried and the Board went into executive session at approximately 5:42 p.m.*

The board went back into executive session at approximately 6:11 p.m. *Mr. Riall moved, seconded by Mr. Albritton, to rescind the expulsion on JP and place him on a behavioral contract. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Nations moved, seconded by Mr. Riall, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:15 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**February 25, 2020**  
**CPSB Long Term Planning & Development Committee**

**Members present** - Chair Lloyd Thompson, Raymond Green, John Albritton and Dr. Bonita Douzart. Barry Rachal was absent. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Steve Riall, Mary Trammel, Dottie Bell, Jasmine Green and Jeri Bowen; and staff members Jeff Howard, Keith Burton, James Woolfolk and Mary Wood.

Mr. Thompson called the meeting to order at approximately 2:05 p.m. Mr. Riall led the Invocation and Pledge of Allegiance.

**Confirm the Agenda.** *On motion by Mr. Green, second by Mr. Albritton, the agenda was confirmed as submitted.*

**Strategic Plan Discussion.** Superintendent Goree announced that today's discussion will be the first of conversations regarding revamping the District's Strategic Plan adopted by the Board five years ago, and he stated that Mary Wood, director of Strategic Initiatives and Communications, and Carolyn Spaht-Gonzalez, CSG Consulting, will assist in today's presentation.

The Superintendent shared rationale on why a revamp of the Strategic Plan for 2020, and the processes and timelines, the District's Vision, Mission, Values, a Theory of Action, District goals and next steps for the Board to be covered today. With Caddo currently in the last year of a five-year plan, the revamping of the plan will build on the strengths and evaluations of the first plan. In looking at the first plan, the District will look at the areas where the District has done very well, the areas that need to continue to show growth and improvement, and build on it as we begin the next plan. This plan, which will be a three-year plan rather than a five-year plan, will for the first time have core values and District goals rather than division goals. He further explained the reason for a three-year plan is because the system is changing more rapidly than ever thought.

Mary Wood shared an overview of planning output including the District's Vision to ensure every student is getting the resources they need to be successful and that everything possible is done to support the teacher and staff in the classroom. She explained that the Mission looks at the who, what and how of what we are doing (action), and the Core Values are the beliefs that drive who we are as a school system. The District Goals will be how we will achieve the District's Mission and the Metrics will determine if our goals are being achieved.

Mrs. Wood further explained the timeline of bringing a proposed plan to the Board by July, 2020, and she highlighted the process for meeting that date, i.e. reviewing key components with the Board (today's committee meeting), meetings with community groups (March), receiving input from District's Let's Talk (April), meeting with the Board to review input (May), incorporating input into a draft plan (May-June), and presenting a proposed Strategic Plan to the Board in July.

Dr. Goree highlighted the District's Vision (where we see ourselves in five years), Mission (who, what and how we are building our vision) and Core Values (what drives decisions), and Board members participated by reading these aloud.

Dr. Goree highlighted the "Theory of Action" which addresses how we operate as a school system, what the District believes in; and shared an example of everything being managed from the District level, but as schools progress and improve, creating more autonomous leaderships while continuing to provide scripted support to ensure the schools are successful.

Mrs. Wood further shared with the committee the commitment, which includes District goals and metrics. The five goals staff is currently defining in the plan are:

1. Ensure achievement of high academic standards for ALL students;
2. Develop students to successfully compete in a global economy;

3. Actively engage family and community members to become partners in helping students reach their potential;
4. Ensure efficiencies, effectiveness, and high ethical standards of business practices; and
5. Recruit, retain, and develop high-performing diverse staff.

She noted the difficulty seen in filling all the staffing needs as well as providing the needed training/professional development for the staff to be successful in the classroom, and the commitment to the community that Caddo will have the best teachers in the classroom for all students.

Dr. Goree explained that under the five goal areas the targets will be from more than one area, i.e. high academic standards for all students will include academic performance (Academics) as well as school safety and climate (Security). Everything will be built so the entire team comes together to prepare for the annual evaluations, because Mr. Burton is not solely responsible for Academics, and Mr. Howard is not solely responsible for Finance.

Carolyn Spaht-Gonzalez stated that the goals are District-wide, and the metrics listed under each goal will be how the District will measure achieving those goals. Some of the metrics were in the five-year plan and some are new and the Core Values should be seen throughout the goals and metrics. Mrs. Gonzalez also explained that while these may not be all the metrics in the final plan, the final plan will include the baseline and the goal (numbers) for each of the three years.

Dr. Goree summarized that the information provided was covered under the Strategic Planning part of the Theory of Action and not the Operations Planning, which will come back after meetings with community and various groups. Mrs. Wood stated the next steps in the process will be to receive and incorporate the Board's input from today's meeting; and on Monday, community meetings will kick off with a focus group of students followed by meetings with various groups (pastors, business, Mayor, etc.), and working with departments to create initiatives and action steps. She also said that in the end, a commitment has been made to the community and the District expects to uphold it and ensure that everything is transparent and that we have something to show proof of the work being done.

Dr. Goree stated he believes an incredible job was done over the past 6 years in holding the District accountable to the plan, and that will continue in the new plan.

Chair Thompson opened up the meeting for questions beginning with the committee members. Dr. Douzart said she would like to emphasize what we mean by the *whole child*. Dr. Goree responded that what the District currently is doing through the various programs in place speaks to the whole child and it will be defined in the new plan. She further stated the importance of student involvement and hearing what they want to learn. Dr. Goree agreed and that is why staff sees it important to include in the student focus group students recognized as "Most Improved".

Mr. Thompson asked, as a Board member, to be included in the notifications of the community meetings.

Mr. Green asked that we continue to place emphasis on motivating through compensating. Dr. Goree said this speaks to the HR component and the Board has been very supportive with the Board considering the proposed incentive plan at its meeting today. Also, he and Mr. Burton have been communicating with the State regarding Linwood, and he will communicate soon with the Board where we are in that conversation. He also said that the Transformation Next term has ended and a decision was made that we no longer need a state contract to hold the District liable to do quality work. However, there are initiatives that will now fall back on the District to pay, so we will need to be very careful that our equity work speaks throughout our HR practices. Mr. Green added the importance of the census and being able to receive all that is available, and Dr. Goree said it is very critical that everyone is counted.

Mr. Albritton asked for clarification on the first goal verbiage "high academic standards for ALL students" and if we are fixing it so it is not a push-out program, i.e. the State requiring students to have four years of a foreign language, and requiring 95%. Dr. Goree stated we are not, but we are measuring percentage of students that qualify for taking 4 years of a subject and we work toward that percentage. He further stated we would look at an objective, similar to the old plan, to increase the percentage of participation in advanced placement programs.

Mr. Nations asked about the first focus group of students, and Mrs. Wood explained there will be representatives from all the high schools (3-4 students per school), i.e. Student Government leaders, most improved students, for example, with the understanding that they do not necessarily speak for all students. Mr. Nations also pointed out the use of the words "efficiencies and effectiveness" and that people tend to bristle at being handled efficiently, because we are effective with people and efficient with things. Dr. Goree noted that in conversations with Mrs. Gonzalez, "human" was one of the things discussed in the goals.

Mr. Abrams referenced the conversation at LSBA on JumpStart and asked how this initiative will include students that are not on track to attend a four-year institution beyond high school. Dr. Goree responded that you will see the same level of expectation for JumpStart graduates as for college prep graduates and the expectations for both will be defined in the plan.

Mr. Riall asked about the schools that are B and C, specifically rural schools, and what is determined as acceptable for them since they may never change to A and B schools. Dr. Goree said, we must design the plan around moving all schools to A and B. He further stated that as Mr. Burton's academic team works with them, knowing that some cap out at different levels, it will be the goal to look at and see growth in all schools. Mr. Riall asked about tracking students after graduation, and Dr. Goree said we do not have a formal process for doing so; and in looking at vendors offering these type services, they are price prohibitive. Mrs. Gonzalez shared that because Miami had 350,000 students, it was price prohibitive there as well, but the District might want to begin by tracking a small group (a pilot with a diverse selection of students) and expand it over time. Mrs. Wood added that the State of Louisiana does track some things and Caddo could possibly use it as a starting point, i.e. how many first time freshmen in the Fall, how many graduate in four years, five years, etc. Dr. Goree stated this is a great action step and they will look at this in the objectives.

Ms. Green asked about Vision and Mission and if we are looking to change it. Dr. Goree said we are not because we believe they both reflect what is best for our community. Ms. Green also asked how quickly will community meetings be scheduled, and Dr. Goree stated that these will be scheduled over the next month (March), and some have been scheduled. Because the District is large, he added that many of them will be hosted at Central Office. Also, the community will have the opportunity to engage in input through the online portal "Let's Talk". He further explained that in looking at District meetings, staff looked at making sure we involve the groups that Board members have submitted a name of someone that represents Board member districts, i.e. Discipline Review, Pupil Progression. Ms. Green stated her concern is that the opinion of those who represent the business aspect may differ from what the parent's opinion may be when looking at what they want in a school system. Dr. Goree added they will also be looking at the PTA, for example, and they will look at the consistent voice being heard from all. Dr. Douzart noted years ago this was done with a Student Advisory Group, but the group was limited to approximately 15 students from across the District. Dr. Goree added that if there is someone a Board member wishes to be included, please send this to Mary Wood so they can be included. Ms. Green asked for a list of the names staff has.

Ms. Trammel asked that we look at a different way to address the family and community engagement goal, as she believes we have fallen short by engaging the same people and not engaging new people. Dr. Goree noted that is one of the reasons for many meetings, and he will provide the group lists to Board members so they can provide feedback.

Mrs. Bell said we need to explain and clarify the purpose of the community meetings and to also include students from middle schools and rural schools.

Mr. Abrams shared comments in two community meetings regarding a movement to split Shreveport and create another city; and he believes it important to engage with those involved to determine their issues. Dr. Goree noted the importance of this conversation being about bringing *voice* into the District's Strategic Plan and he believes they would benefit from this.

**Visitors.** Jackie Lansdale, Red River United, asked the Superintendent to consider, when meeting with the employee organizations, to include the boards of the organizations.

**Adjournment.** On motion by Mr. Albritton, second by Mr. Green, the meeting adjourned at approximately 3:20 p.m.

## February 27, 2020

The **Caddo Parish School Board (CPSB)** held a retreat on Thursday, February 27, 2020 at approximately 8:30 a.m. at the Independence Stadium Sky Box. Those in attendance were Board members Steve Riall, Lloyd Thompson, Don Little, Mary Trammel, Raymond Green, Jeri Bowen, Tony Nations, John Albritton and Dottie Bell. Dr. Lamar Goree, superintendent, Reggie Abrams, legal counsel.

Superintendent Goree welcomed Board members to the retreat and introduced Dr. Janet Pope, Executive Director of the Louisiana School Boards Association, and Dr. Markey Pierre', LSBA Governmental Relations.

Topics covered by Dr. Pope and Dr. Pierre' included:

- Roles and Responsibilities of School Board Members
- Roles and Responsibilities of Superintendents and Administrative Staff
- Overview of State Laws and Caddo Policies
- General Powers of local public school boards, i.e. adopt policies, approve budgets, hire superintendent
- Common Errors Board Members make
- Traits of Effective School Boards

**Adjournment.** The retreat adjourned at approximately 11:20 a.m.

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**March 3, 2020**  
**CPSB Executive Committee Work Session**

**Members present:** Mary Trammel, John Albritton and Raymond Green. Also present were Chief Academic Officer Keith Burton, Attorney Reggie Abrams and Board members Steve Riall, Jasmine Green, Lloyd Thompson, Jeri Bowen, Tony Nations and Dottie Bell.

President Mary Trammel called the meeting to order at approximately 4:30 p.m. Board member Lloyd Thompson led the invocation and Pledge of Allegiance.

**ESTABLISH THE AGENDA AND CONSENT AGENDA FOR THE MARCH 17, 2020 CPSB MEETING**

Chief Academic Officer Keith Burton announced that Superintendent Goree is participating in The Broad Academy in Philadelphia; and he highlighted the proposed items for the Board's consideration at the March 17, 2020 CPSB meeting and the following discussion ensued.

Capital Projects Bids. Mr. Riall asked staff to clarify the tile replacement at Donnie Bickham, and Steve White explained this is the third and final phase of this project.

Department of Exceptional Children 2020 Interagency Agreements and Contracts. Mrs. Bell asked if these services are for the 18-21 year old students attending classes on college campuses and if they are Caddo students, and are the teachers Caddo teachers or college teachers? Mr. Burton said he will provide her an answer.

Consideration of Resolution of Continued Employment. Ms. Green asked that staff explain this item, and Mr. Graham stated that each year letters of employment are sent out notifying employees that unless something extraordinary occurs over the summer, they are guaranteed a job when school starts next year.

Consideration of Policy GAHB Political Activities. Mr. Abrams clarified that this policy came to Caddo from Forethought, and he talked with Forethought to learn more about the different political activities policies within the State of Louisiana. He stated he picked the best policy and deleted sections not actually relevant to Caddo. Mrs. Bell asked about bumper stickers attached to an automobile, and Mr. Abrams said the policy states "it shall not apply to" which means you can have them on your car.

Ms. Green asked if this has been discussed with the organizations, and Mr. Abrams stated it is his understanding that the Superintendent met with them and he is aware that CFT had some concern about where it came from but they were reviewing it.

Consideration of Revision to 2020-2021 School Calendar. Mr. Thompson stated he received calls about being out February 15-17 (Monday through Wednesday) and students returning on Thursday and Friday; and he asked if consideration was given to the break being the entire week. Mr. Burton stated that staff can look at it; however, each year it is a struggle when developing a calendar to look at how we are accommodating teachers to make sure they have the adequate number of instructional days. One of the key areas is completing the first semester when breaking for Christmas so students are not studying for exams over the Christmas break and returning to exams after Christmas. With the easiest fix being to delay the ending of school, and when talking to teachers, leaders, principals and staff, the calendar presented is what they are recommending. Mr. Thompson asked that we look further at this before placing on the consent agenda.

Ms. Green asked why Caddo never gets out for Mardi Gras, and Mr. Burton noted that Caddo's Winter Break is our Mardi Gras as it is during Mardi Gras season. Mr. Abrams commented that southern Louisiana closes down because everyone in south Louisiana celebrates Mardi Gras.

Mr. Burton also clarified the reason for the revision presented on the agenda is due to the State's release of the 2020-21 testing dates after Caddo had approved a calendar and also the ACT test will be administered during that time. He also announced that staff will provide the Board with a list of the State testing dates.



Ms. Trammel said the calls she receives are relative to the excessive amount of time children are off from school and parents want them to be at school. She did add that we do not want teachers to experience burnout and believes this time off helps them to avoid this happening. Mr. Burton explained that one of the things looked at with the professional organizations was teacher and student absences and placing the breaks where there appeared to be spikes in the absenteeism. Mr. Thompson said he understands the purpose but only asks that staff look at the entire week rather than 3 days.

Consideration of Revisions to CPSB Policies. Mrs. Bell asked about those who cannot teach because there is a felony on their record. Mr. Abrams stated that last year the Legislature passed an Act saying you could not hire anyone in the groups (listed in the Statute) that had a felony and now they have gone back to the old Statute which says if you are convicted of any of the crimes listed in the old law, some of which were not felonies but were misdemeanors, i.e. batteries, sexual offenses, things that would address harming a child, and it does not keep everyone convicted of a felony from being employed. He further explained one thing cleared up was if a person was pardoned or expunged, you cannot hire them. Mr. Abrams also stated there is a section addressing tenured employees explaining that they must follow the process.

Ms. Green asked about Policy GBRL and when schools are designated as polling places, an election day will be declared a holiday, and Mr. Abrams explained that this came from the Legislature.

Ms. Trammel asked what happens if someone is tenured and declared guilty. Mr. Abrams explained that a tenured employee must go through a process and the Superintendent sends the employee a letter stating information received from the District Attorney of their conviction of the crime listed in the statute; and because of the conviction, the statute requires termination. The employee has so many days to respond; and the Superintendent can still terminate based on the statute; however, the employee would have the ability to appeal to a hearing officer. Ms. Trammel also asked for clarification on sexual harassment and Mr. Abrams said security would conduct an investigation and present to the Superintendent with a recommendation. The Superintendent would make a recommendation for termination or discipline. If the employee is terminated, they have the opportunity to go through the same process for appeal. If the employee is non-tenured, the Superintendent sends a letter regarding the investigation and they have "x" number of days to respond their side. The Superintendent can still terminate and the employee would have an opportunity to appeal the termination to the District Court. Ms. Trammel asked if all employees receive training so they have a clear understanding of the policy, and Mr. Abrams said yes. Mr. Thompson asked about the hearing officers, and Mr. Abrams explained approximately 10 lawyers were selected by the Board and are randomly used and he will provide him a list.

Mrs. Bell asked Mr. Abrams if an employee does something off campus and is arrested, is that employee automatically placed on leave. Mr. Abrams said if the Superintendent decides to put the person on leave. If there are only allegations of a crime, they have not been convicted of a crime for which they could be dismissed, the Board may not want the employee to continue to work with children and a decision can be made to place the employee on leave with pay. Mrs. Bell asked when the employee is found not guilty, will that person be allowed to return to work in Caddo; and Mr. Abrams said if the person is currently employed by Caddo and is found not guilty, there would be no basis for termination.

President Trammel announced the following as consent agenda items: 7.01, 8.01-8.04, and 8.07-8.09. *Mr. Albritton moved, seconded by Mr. Green, to approve the proposed agenda and consent agenda for the March 17, 2020 CPSB meeting as presented. Vote on the motion carried.*

## **BOARD ANNOUNCEMENTS**

Mr. Riall reminded everyone about the beginning of Daylight Savings Time on Sunday.

Mrs. Bell recognized District 12 Huntington High School Boys' and Girls' basketball teams as well as Walnut Hill. She also stated that District 12 is number 1 in History.

Mr. Thompson announced that Booker T. Washington will be playing in the playoff tonight, and he thanked Ms. Trammel, Mrs. Bell and Mr. Green for attending Saturday night's event honoring his 23 years in radio.

Mr. Green commended the three schools in District 7 (Mooretown, Sunset Acres and Oak Park) for outstanding Black History month productions.

Ms. Trammel commended Caddo Middle Magnet for their program remembering the crossover during Black History month.

Ms. Green asked staff to look at spacing out the Black History month programs to allow Board members opportunity to attend as many as possible.

**Adjournment.** *Mr. Green moved, seconded by Mr. Albritton, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:22 p.m.*

**March 3, 2020**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Dottie Bell, Raymond Green, Steve Riall and Jeri Bowen. Mr. Little was absent. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Mary Trammel, Lloyd Thompson, Jasmine Green, John Albritton and staff members Jeff Howard, Keith Burton, Diane Atkins, James Woolfolk, and Mary Wood.

Mrs. Bell called the meeting to order at approximately 3:00 p.m. Mr. Riall led the invocation and Pledge of Allegiance.

**Confirm the Agenda.** *Mr. Green moved, seconded by Mr. Riall, to confirm the agenda. Vote on the motion carried.*

**PRESENTATION BY EXTERNAL AUDITORS**

Jeff Howard, chief financial officer, introduced Tom Simms and Lisa Salter with Carr, Riggs and Ingram who shared the results of the 2018-19 Comprehensive Annual Financial Report (CAFR). Mr. Simms highlighted the CAFR which is the report submitted to the Legislative Auditor and the State; the single audit report (the auditors test work on the District's Federal awards), management letter, agreed upon procedures report on statistical schedules required by BESE; and required communication (what is required by their standards to report on what they did and how).

Mr. Simms provided a summary of the audit results including:

- the CAFR financial statements being given a "clean opinion";
- one material weakness reported in internal controls with no significant deficiencies in internal control over financial reporting
- Two additional matters reported included the Independent on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.
- On Federal reports (auditors test of all Federal funds received) Caddo received a clean opinion and no instances of material noncompliance
- No deficiencies or issues of noncompliance reported in the Child Nutrition Cluster, the major program audited this year
- no findings reported on Federal Awards.

On findings related to financial statements, Mr. Simms reported on:

- one material weakness found was an overpayment in filing payroll taxes in February 2019 of \$6,188,426. At this time, it was reported that all but \$70,000 has been recovered; and CFO Howard reported that procedures have been put into place to ensure this never happens again, with these numbers now being reviewed by the Controller before being sent. Mr. Simms added that the important thing is this caused changes in procedures and instituted another layer of control/review to hopefully identify any error/potential error;
- an electronic bank transfer of approximately \$988,000 to Magnolia was fraudulently transferred to another account which also triggered changes in procedures. Mr. Howard stated that all has been recovered but approximately \$100,000-\$150,000. He further stated they do look at what is in place to prevent it or detect it before it happens. Ms. Trammel asked if the Board needs to do anything to ensure the procedures are followed, and Mr. Howard announced there is something in procedure now to hopefully prevent this type thing from happening in the future; and
- written policies and procedures are needed to cover how monies are received, i.e. cash receipts at Central Office. Mr. Howard announced that pretty much everything is placed online where there are more controls as well as printed procedures.

Mr. Simms explained their requirement to report on everything they have recorded in prior years, and provide a status. He reported this began with controls over purchasing and procurement cards (2016), and it has been determined that these items have been pretty much resolved with many of the cards terminated and additional procedures put into place. He also reported they are required by the State Legislative Auditors to report any type of fraud at the school, Central Office, etc., and he noted an issue at University Elementary with a misappropriation which was addressed and dealt with by staff.

Prior management letters were also brought to the Board reporting the unresolved issues in the 2018-001 is the budgets, the MLC 2018-002 addressing the donation of school improvements was resolved; the MLC 2018-003 (Payroll Errors resulting in Overpayments)

is unresolved at this time; and MLC 2018-004 (Pension Contribution Errors) was unresolved at the time of this report; but has since been resolved.

The current year management letter (MLC 2019-001 Budgets) includes no control efficiencies, but observations where budget compliance is in State Law on non General Fund audits are reported. He further explained that if revenues are less than 5% of the budgeted revenues or expenses are more than 5% of the budgeted expenses, this is considered a compliance violation; and if this is so, the budget must be adjusted so that it is within the allotted parameters. Also this year the General Fund Budget's beginning fund balance was not the actual ending fund balance used on the financial statement which he understands has been corrected in moving forward.

Parallel errors in overpayments were discovered and took place over a couple of years; and he noted how 10-month employees were paid as if they were 12-month employees, and the inaccuracy in the monthly calculation. He said there were several instances where employees were paid for work they did not do or overpaid because of pay scales; however, he understands they are all being addressed. Relative to the questionable years re: Teacher Retirement, Mr. Howard noted the issue that the District had to pay approximately \$851,000 (for 2007-2015) to correct. He reported that auditing, HR and IT are working together to develop reports that can be run for review and to make sure these are being addressed timely.

Ms. Salter reported on their requirement to do agreed upon procedures for BESE and report these. Some exceptions include educational/experience levels and checking to ensure they agree with an employee's personnel file; and there were four instances where individual's education level did not agree with the personnel file. There were four instances where the individuals experience level did not agree with the personnel file; as well as three instances where no support could be located. In conducting a test on average salaries, it was noted that three salaries did not agree with the personnel file, and three instances where extra compensation did not agree. While these are exceptions in the audit because they do not normally make recommendations, they are required to perform these steps and report to the State. Mr. Howard said they will make sure HR is aware of these.

Mr. Simms added these procedures are predominantly used to test the validity of the data submitted to BESE on October 1 each year. He reported there were no exceptions in the main areas BESE looks at, but these areas did not agree. Relative to statewide agreed-upon procedures, Mr. Simms stated that there are mandatory procedures to be applied to every governmental entity in the State; and through the years, there were no exceptions so they were not allowed to report on it again. Items reported on this year because of the need to retest included:

- Testing real locations and operations compliance with best practices for written policies and procedures, with a number of Caddo's policies having at least some component but some do not;
- Disaster Recovery/Business Continuity
- Representation in the Board minutes that financial statements (budget to actual) are being distributed to the Board and reviewed on a regular basis (minimum quarterly).

Mr. Abrams stated that the new policy manual is designed to only have policies, and it is the District's goal to have a separate book of procedures. Mr. Howard explained it does not mean a District is wrong if procedures are not in policy, but it is a statement that required a "yes" or "no" response. Mr. Simms said he believes having a separate procedures manual will work and they will follow up to determine if the two separate items will comply. Mr. Abrams added that the procedures manual is not complete at this time.

Mr. Simms also reported on testing bank reconciliations; and if there are any reconciling items that have not been researched for over a year, they are to identify these and site them which they did in one instance. He further reported on some issues with two cash collectors sharing a cash drawer, the cash collector being responsible for posting the collection entries to the general ledger, three of the five cash collections, the cash collector is responsible for reconciling cash collections to the general ledger, and there were six instances where deposits were made more than one business day after the collection.

Mr. Simms also shared a financial report on the District's outstanding long-term debt to include the beginning balance, additions, deletions and ending balance, including amounts that will be due within one year. He further explained that last year with the adoption of the new standard, there was a huge increase in the liability on the government wide statements; and in the second year of adoption, Mr. Simms stated they saw a huge correction to the liabilities by the actuals. The District's correction is approximately \$179 million of a downward adjustment to a liability; and it is believed that the second year is closer to being right, with more adjustments expected in the 3<sup>rd</sup> year. He also highlighted

the claims and judgments, as well as the worker's compensation liability and health insurance liability.

Mr. Riall asked for clarification of OPEB and Ms. Salter responded it is Other Post Employment Benefits (retirees and their health insurance). Mr. Riall asked if the overpayment to employees is under control, and Mr. Howard stated that procedures have been put into place to address this and eliminate the same things happening again, including confirming the numbers before release.

Mrs. Bell asked about the guidelines for repaying the overpayment, and Mr. Howard said staff will work with the employees to repay over 2+ years. Mr. Green asked if we have established a means for collecting these overpayment funds and how they will repay if they retire/resign. Mr. Abrams said normally they will sign something regarding the repayment over a period of time.

Mr. Thompson asked how are we working with those who were overpaid and how were the calculations done? Mr. Howard responded the amounts were calculated in HR and to make sure it doesn't happen again, any manual calculations in the future will go through Finance. In moving forward with the group that has been overpaid, in two weeks staff will meet with them one on one to explain the calculation, the overpayment, the repayment and what their pay check will look like. Mr. Thompson stated he believes the Board needs to implement a policy on how we take someone's money. Mr. Howard stated staff has looked at every ROTC employee and communicated with the Army on the amount Caddo should be paying, and the Army is in the process of writing a report and recommendations as well. Mr. Abrams stated there were a lot of employees that knew they were being overpaid and when asked if they knew they were overpaid, their response was yes and thank you.

Ms. Trammel asked for clarification of "manual" calculation, and Mr. Howard explained it is a calculation that is not on the pay scale so staff has to manually determine the salaries based on the number of years' service. Mr. Howard added there are now fewer manual calculations; however there continues to be a large number of exceptions.

Mr. Burton stated that one of the greatest challenges is changing what has always been done; and when the Army communicates to the supervisor what the pay will be, the supervisor computes the pay and gives it to HR to calculate, and there are a large number of start and end dates for employees, this makes payroll very complicated.

Ms. Trammel asked what can the Board do to address this, and Mr. Abrams responded the Superintendent can make a recommendation to the Board. Mr. Howard added the ROTC will make recommendations also that will hopefully help simplify the process.

Ms. Green asked for clarification of a continued overpayment problem when she thought going to twice a month pay would eliminate all overpayments. Ms. Duffield said it did help a lot, and Auditing is not just looking at the ROTC overpayment, but overpayments in general and working with IT to develop an exceptions report where employees will be required to run the reports, work the reports, and document what they are doing going forward. She further stated that while we will never eliminate errors because people are entering the information, we can correct the amount of time errors are allowed to continue. Ms. Duffield added that staff has been working on this for months because the process includes so many different type employees, each being coded, running tests and correcting it. Ms. Green inquired how much longer will it take, and Ms. Duffield responded that with the ROTC situation, they are prepared to send out an email about meeting with these employees on the 18<sup>th</sup> and 19<sup>th</sup> to work out payment plans with the cooperation of payroll, finance and HR. The other overpayment issue will hopefully be completed in the Spring.

Mr. Green stated he believes this situation can be viewed as a mistake and a means to recover a mistake, and not that anyone intentionally meant to do wrong to anyone, but it needs to be corrected.

*Mr. Green moved, seconded by Mr. Riall, to accept the Comprehensive Financial Report and present it to the Board. Vote on the motion carried.*

Quarterly Financial Report. Mr. Howard highlighted the January 2020 financials noting in the General Fund current year budget, current year to date numbers, and prior year to date (as requested by Mr. Rachal for comparison numbers). He reported the property taxes are up by approximately \$2 million, sales taxes are up approximately \$1 million through January, the lease and royalties are up over budget by approximately \$1.3 million, and the MFP is about the same (about \$900,000 less than what we received at this time last year, but an adjustment should be made in March dependent on the February 1 student count). He also noted an approximate 600 decrease in student count at the beginning of the school year (October 1 student count) and the February 1 count is down another 139 students;

and the importance of expenditure accounts staying in line. Under expenditures he reported less than last year (teachers) and the \$2.6 million was the incentives; however, this will be adjusted back into the salaries with the \$1,000 increase for employees already being paid out, so the year to date will show more. He encouraged Board members to call if they have any questions.

**Adjournment.** *Mr. Riall moved, seconded by Mr. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 3:58 p.m.*

**March 17, 2020  
Caddo Parish School Board**

**Members present:** Steve Riall, Jasmine Green, Mary Trammel, Raymond Green, Barry Rachal, John Albritton, Dottie Bell, Don Little, Lloyd Thompson, Tony Nations and Jeri Bowen. Also present were Dr. Lamar Goree and Board Attorney Reggie Abrams. Dr. Bonita Douzart was absent.

President Trammel called the March 17, 2020 Caddo Parish School Board meeting to order at approximately 4:30 p.m. and a quorum was present. Lloyd Thompson led the invocation and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE FEBRUARY 25, 2020 AND MARCH 3, 2020 CPSB MEETINGS**

*Mr. Rachal moved, seconded by Mr. Riall, to approve the minutes of the February 25, 2020 and March 3, 2020 CPSB meetings as submitted in the electronic mail out. Vote on the motion carried.*

**PRESENTATIONS AND RECOGNITIONS**

There were no recognitions or presentations.

**VISITORS**

There were no visitors.

**ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA FOR THE MARCH 17, 2020 CPSB MEETING**

The superintendent highlighted items for the Board's consideration and the following discussion ensued. He announced that relative to Requests for Travel, if school does not reconvene, staff will not be taking the requested trips, and also the oral arguments under executive session will be moved to a later Board meeting. President Trammel announced the following items as the consent agenda: 6.01-6.03, 8.01-8.04, 8.07-8.09, and 13.02.

*Mr. Rachal moved, seconded by Mr. Riall, to establish the agenda and proposed consent agenda for the March 17, 2020 CPSB meeting as presented. Vote on the motion carried with Jasmine Green absent for the vote.*

**CONFIRM THE CONSENT AGENDA**

*Mr. Albritton moved, seconded by Mr. Rachal, to confirm the consent agenda. Vote on the motion carried (J Green was absent for the vote).* The following is a summary of the Board's action on the consent agenda items.

6.01 Personnel Recommendations. The Board approved the personnel recommendation(s) as recommended by the superintendent and submitted in the electronic mailout.

6.02 Personnel Transaction Reports (Classified & Certified Personnel - Resignations). The Board approved the personnel transactions report (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Requests for Leaves. The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

8.01 Property/Bus Rental Requests. The Board approved the requests for the use of CPSB properties/buses as recommended by staff and submitted in the electronic mailout.

8.02 Out of State Travel (General Fund). The Board approved the requests for out of state travel (General Fund) as recommended by staff and submitted in the electronic mailout.

8.03 Department of Exceptional Children 2020 Interagency Agreements and Contracts. The Board approved the 2020 interagency agreements and contracts for providing services to students with disabilities residing in Caddo Parish as recommended by staff and submitted in the electronic mailout.

8.04 Consideration of 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 electronic mailout.

8.07 Consideration of Authorization for Salvage Sale. The Board authorized staff to salvage playground equipment located at Oil City Elementary School according to policy.

8.08 Consideration of Authorization for Bond Expenditure for Buses. The Board approved authorization of bond expenditure for 25 Type C 77 passenger diesel buses for district use as recommended by staff and submitted in the electronic mailout.

8.09 Consideration of Revisions to CPSB Policies. The Board approved revisions to CPSB Policies GBN, GAE and GBRL as submitted in the electronic mailout.

13.02 Litigation Update: Misty Williams Vs. Caddo Parish School Board Docket No. 16-00120; District 1W. The Board authorized resolution of matter in accordance with the recommendations of staff and legal counsel.

## **CAPITAL PROJECTS/CONSTRUCTION BIDS**

*Mr. Rachal moved, seconded by Mr. Albritton, to approve the following bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets: (1) TGS Contractors, with a Base Bid, for the sum total of \$301,680.00 for Project 2021-304, "Keithville Water System Upgrade"; (2) Hamm Mechanical, LLC, with a Base Bid, for the sum total of \$352,600.00 for Project 2021-755, "Booker T. Washington Boilers"; (3) Blanchard Mechanical Contractors with a Base Bid, Alt. 1 and Alt. 2, for the sum total of \$633,000.00 for Project 2021-752, "Woodlawn Chillers and Boilers"; (4) Staff recommends redesign and rebid Project 2021-756, "Green Oaks Chillers & Boilers"; and (5) Carter Construction Company, with a Base Bid, Alt. 1 and Alt. 2, for the sum total of \$367,400.00 for Project 2021-243, "Donnie Bickham Tile Replacement".* In response to Mr. Rachal's request for clarification of changes, Mr. White explained the change is the bidding for the Green Oaks Chillers & Boilers came in over budget and staff's recommendation is that the project be redesigned and rebid. Mr. Rachal requested that staff provide a tally sheet on the company awarded the bid, noting if they are local and/or minority based (Opportunity Caddo).

Mr. Little inquired about any changes in the schedule based on what the District is currently facing. Mr. White explained they are working on projects while school is shut down with a schedule to be complete by the Thursday before school is to resume. Other projects will be scheduled to begin over the summer.

Following discussion, *vote on the motion carried. The bid tabulation sheets are filed in the official records of the March 17, 2020 CPSB meeting.*

## **CONSIDERATION OF POLICY GAHB POLITICAL ACTIVITIES**

*Mr. Little moved, seconded by Mr. Albritton, to approve Policy GAHB Political Activities as submitted in the electronic mailout.* Mr. Little explained his request for a review of the previous policy and the proposed revision will hopefully provide a more refined approach with how Caddo employees address elections. He added that this revision in no way infringes upon an individual's constitutional rights, but hopefully it will eliminate incidents where employees engage in influencing an election while on the job or in the classroom.

Dottie Bell expressed her concern that she thought the Board had addressed this and questioned why it is coming back to the Board. Ms. Trammel clarified it was sent to committee and is now being brought back to the Board by the committee. Mrs. Bell asked about Board members, and Mr. Little clarified it prohibits Board members as well as all Caddo employees, including teachers, from participating in political/election activities while engaging in the business of Caddo Schools, but it does not prohibit anyone from doing so on their personal time away from work.

Reggie Abrams explained that this policy is much improved over the previous policy and it was brought to the employee organizations. He reported that in reviewing approximately six policies from other parishes, he chose the Rapides Parish policy and modified it to remove those things not applicable to Caddo. Mrs. Bell asked if incidents under this policy will mean suspension or dismissal of employees, and Mr. Abrams confirmed that the statement regarding consequences was also in the previous policy. Mrs. Bell urged Dr. Goree and Mr. Burton to reinforce this policy when conducting professional development days in the future. The superintendent confirmed that staff does so during any election year and further stated that all employees are responsible for all policies. While he doesn't believe this has been a problem in the past, he does believe it is important to make sure everyone is aware. Jasmine Green stated making sure that all employees are aware was also her concern.



Mr. Rachal stated his only concern is that in trying to be politically correct and operating an educational service, we have presidents and they are presidents of the United States of America and he doesn't want this to be interpreted incorrectly if someone walks in a Political Science or American History class and there is a picture of the president or pictures of the presidents of the United States on a teacher's wall.

*Mr. Riall moved, seconded by Mr. Albritton, to call for the question. Vote on the motion to end debate carried.*

*Vote on the main motion carried.*

### **CONSIDERATION OF REVISION TO 2020-2021 SCHOOL CALENDAR**

*Mr. Rachal moved, seconded by Mr. Green, to approve the revision to the 2020-2021 School Calendar as submitted in the electronic mailout.*

Mr. Thompson stated his continued concern over finding a way for the Fall Break to be the entire week as opposed to three days. Superintendent Goree stated that staff did look at this via a committee; and in looking at how the District can get everything required in a calendar year, there was no way without taking days away from other holidays.

Mr. Burton explained the four main problems in adjusting the calendar to make the Fall Break a full week: (1) getting out later, (2) remediation, (3) only two holidays during 2<sup>nd</sup> semester to pull days from and staff's concern that teachers would not return for the Spring Professional Development day the Friday of Spring Break, and (4) calendar is already two days short on the number of instructional days in the first semester and if we added two more days to Fall Break, we would be 4-5 days short in the 2<sup>nd</sup> semester.

Mr. Thompson also shared the concern expressed to him by administrators that teachers would not return on the Thursday and Friday which creates a problem in getting someone to cover the classrooms. The superintendent confirmed that staff still believes the proposed calendar is the better option.

Ms. Green asked about this school year calendar and the current situation we are facing and the possibility of having to return earlier for next year. The superintendent explained that he anticipates we will follow the current schedule and avoid the possibility of returning in July. He also reminded the Board that this proposed change comes because the ACT testing dates were set during Caddo's scheduled Spring Break (in 2021).

Mr. Burton reported that staff has worked with the State to make sure our online instruction meets what is required and we will not have to go into the summer.

Mrs. Bell asked about testing dates, i.e. LEAP, and Dr. Goree explained that these dates are not listed on the calendar because dates have not been finalized.

*Mr. Riall moved, seconded by Mr. Albritton, to call for the question. Vote on the motion to end debate carried with Mr. Thompson abstaining.*

*Vote on the main motion carried with Mr. Thompson abstaining.*

### **2019 COMPREHENSIVE ANNUAL FINANCIAL REPORT**

*Mr. Albritton moved, seconded by Mrs. Bell, to accept the 2019 Comprehensive Annual Financial Report as submitted by the external auditors in the electronic mailout. Vote on the motion carried.*

### **CONSIDERATION OF RESOLUTION RECOGNIZING STATE OF EMERGENCY AUTHORITY**

*Mr. Nations moved, seconded by Mrs. Bell, to approve the resolution recognizing State of Emergency and delegating special emergency authority to the Superintendent as submitted in the electronic mailout.*

Ms. Green asked Attorney Abrams to provide clarity of this resolution. Attorney Abrams explained that this resolution came through LSBA and it authorizes the superintendent to take various actions in lieu of coming back to the Board for emergencies and only for the time this emergency situation is in effect. In his review of the proposed resolution, Mr. Abrams reported on his recommended change to what the proposed resolution states relative to hiring of all personnel since Caddo policy states Central Office personnel are not included. He also explained that at each meeting the Board approves Personnel Transactions Reports (Resignations) which includes employees who have

terminated/separated from the District and that these employees are not truly separated from the District until the Board approves it. He reminded the Board besides this, the superintendent already has authority to hire all other (school-based) employees.

In response to Ms. Green's request for examples of what the superintendent might approve, Dr. Goree explained it would only be emergency situations, i.e. a catastrophic emergency such as the fire at BTW; and because the Governor has limited the number of people who can be gathered in a setting, this could limit the Board coming together to meet. In such a situation, the superintendent would contact the Board of the action needed and he would have the ability to implement without the Board calling a meeting.

President Trammel noted that this was well discussed at LSBA and is why Caddo's attorney was asked to review prior to bringing it to the Board. She added that the superintendent has confirmed he will advise the Board of any needed emergency action. Dr. Goree stated that this is putting in place a procedure to protect the work of the School District, and he is the Board's only employee and it is the Board who holds the superintendent accountable. Ms. Green stated that at the end of the day, the superintendent has a job as does the Board members, and she only wants to be able to explain to her constituents why she votes the way she does.

Mr. Rachal asked if items that typically would be on the agenda for Board action are the type of things the superintendent would act on, and Dr. Goree confirmed that to be correct but he would have conversation with Board members to make them aware of the need. Mr. Rachal expressed his concern that it is possible the Board could not meet for months and the importance of items such as the District's budget which the Board is responsible for approving. The superintendent clarified that the Governor's order does not say the Board cannot meet, but if there is an emergency need and there is not time (24 hours) to call a meeting, he would be able to address that need. Mr. Abrams also clarified that the Governor's order allows for governmental bodies to meet via teleconferencing, but specific steps must be followed, i.e. giving proper notice, before it can happen. Mr. Rachal stated that he trusts the superintendent, but as a Board member he also is aware of the Board's responsibility.

Mr. Thompson asked why, if the Board has the power to grant this authority to the superintendent, is there a need for the resolution; and President Trammel stated to make the public aware of the Board's action.

Mrs. Bell noted that the library board met and authorized the director of the libraries to do this, as well as the Caddo Parish Commission and City Council. Mr. Nations stated that this is something recommended by LSBA and other districts are doing the same thing during this time. He added it is not a carte blanche for the superintendent; and in looking at the past actions of our superintendent, he is not worried about moving forward with this.

Mr. Little stated that this also reflects similar powers given the President of the United States; and as an elected body, we too are in uncharted times.

*Mr. Riall moved, seconded by Mr. Albritton, to call for the question. Vote on the motion to end debate carried with Mr. Thompson abstaining and Mr. Nations absent for the vote.*

*Vote on the motion carried with Mr. Thompson abstaining and Mr. Nations absent for the vote.*

## **SUPERINTENDENT'S REPORT**

9.01 Coronavirus Update. President Trammel commended the superintendent and the staff for diligently working to take care of the children in Caddo Parish when the Governor ordered all public schools shut down in light of the pandemic. The superintendent thanked the Board for its continued support and highlighted the events that began with the Governor's announcement. He added that with Spring Break scheduled for the following week (March 23-27), staff has prepared to begin on March 30<sup>th</sup> offering instruction to students via online formats and it is very fortunate that Caddo had already begun the move to a Google platform of instruction. He stressed the importance of continuing instructional opportunities even though we will be out of school. He also said that all functions of payroll, insurance, and direct deposit for full time employees, long term subs will continue to be processed through this crisis. Dr. Goree also reported that on Monday Child Nutrition provided breakfast and lunch to 1,368 students and on Tuesday to 4,623 students.

Chief Academic Officer Keith Burton highlighted how staff immediately began with a plan they had worked on for several weeks to provide continued instruction at home for every K-12 child whether it be new or review of areas where students need it. He also highlighted the following areas in which support is being provided:

1. Support for Teachers – Training for making the transition from classroom to virtual instruction. (When the CDC changed the numbers in a gathering, this training also was changed to virtual training.) Staff created digital learning so teachers can pull and choose resources for use in teaching. He stressed this is not videos teaching the students, but it is our teachers teaching their students. Central Office staff has office hours every day so teachers can get the support and help they need.
2. Support for Students – A survey was sent out to families via Jtext to determine the type of technology in students' homes, i.e. cell phone, iPhone, tablet, etc., so the District would know how many students were in need of technology. Mr. Burton stated that principals are asked to be flexible and reasonable when it comes to student work, and principals will also be reviewing the Google classes and content. Teachers will have office hours (2-3) each day so they can conference with students needing help.
3. Support for families – On Monday, March 30<sup>th</sup>, families will be able to pick up and sign for a Caddo Chromebook or iPad (the survey indicated a need for 5,000) with chargers and instructions so students can begin to access instruction online. Comcast has set up 3600 hot spots throughout the City offering free WiFi. Training and instruction, will be made available by going on Google to get questions answered. Hot spot locations will also be posted on the District's website. Caddo will also launch its own Caddo Learning web page for everyone. Mr. Burton provided a FAQ sheet to Board members that will help them to answer questions or they can be referred to staff.

Mrs. Bell thanked staff for the information and asked if daily work will determine if a student is promoted. Mr. Burton reminded the Board that principals are asked to be reasonable and flexible; and the goal is that whatever the student's GPA was in JPAMS on the last day in class, it will not be any less – students can improve when they return, but it will not drop below where it was when the shutdown began. He further stated that assessments will continue and waivers are being requested. Mrs. Bell also asked about SPED students who are on track to graduate, and Mr. Burton explained that if they are on track to graduate, there is no reason why they should not graduate, and the District will continue to provide what they need, with some being a case-by-case basis. Mrs. Bell asked if the resources will be available at the school or online, and Dr. Goree responded online because we are not creating any gatherings. He also confirmed that SPED will continue to provide what the student needs along with the student's regular teachers.

Ms. Green noted a small meeting with principals and a concern that parents may be missing out if they did not receive the messages/survey because internet was down. Mr. Burton responded that it was sent via text on their phones and they were also sent a code they could use to scan and access the information. Mr. Burton further explained that parents can pull up in the bus loops at the school and access Caddo's WiFi. Also a list of available hot spots can be viewed at Comcast's web site and staff can attach this info to Caddo's web site.

Mr. Little and the Board applauded staff for the hard work by staff in Central Office for the incredible plan implemented for the District. He also asked about the additional numbers of students getting free meals and how continued increase in numbers will be addressed. Mr. Woolfolk stated that staff continues to monitor the amount of food ordered as well as working with several community organizations so if we run into a situation there is another level of support. However, staff feels comfortable at this point that we can provide for the numbers we are seeing.

Ms. Trammel asked about autistic children receiving APE classes and the parents being told they will be removed if they do not bring the children to the classes, and Dr. Lockett confirmed that to be untrue and that the children will continue to receive what they need at home. Dr. Goree added that while there may be some challenges in meeting the needs of these and being compliant with their IEPs, that is staff's goal.

Mrs. Bell applauded staff for their hard work and noted she believes Caddo has set the pace in Louisiana relative to what has been implemented during this crisis.

Ms. Trammel expressed her appreciation to Kaye Lynch and her response to specific situations regarding providing meals to students.

## **ANNOUNCEMENTS**

Ms. Green expressed appreciation to Ms. Lynch for her diligent work in making sure the children are receiving breakfast and lunch. She also thanked the principals in Districts 2 and 3 for working together to make sure the needs of the children in Districts 2 and 3 are met during this time, as well as the staff for stepping up during this time of crisis.

Mr. Little noted the opportunity for college students at home from school being able to babysit and support those at home. He also asked that a committee meeting be called to look at policy revisions to address the Perfect Attendance Awards in compliance with CDC infection control recommendations.

Mr. Green expressed his appreciation to the Mayor for providing passes for students to ride the city buses.

Mr. Thompson echoed Ms. Green's comments regarding the meeting with the principals, and he also thanked the Superintendent for his leadership in this storm.

President Trammel announced that the next meeting of the Board will be held as called and asked that Board members be prayerful for one another.

**ADJOURNMENT**

*Mrs. Bell moved, seconded by Mr. Riall, to adjourn. Vote on the motion to adjourn carried, and the meeting adjourned at approximately 6:10 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

## **CPSB Meeting April 21, 2020**

**Members present:** Steve Riall, Jasmine Green, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. Lamar Goree, superintendent, and Reggie Abrams, legal counsel.

President Trammel called the virtual April 21, 2020 CPSB meeting to order at approximately 4:30 p.m. and a quorum was present. Board member Don Little led the prayer and Pledge of Allegiance.

Mr. Little asked the Board and community to join in a moment of silence for those lost in the community, including the Board's colleague Lloyd Thompson.

### **CONSIDERATION OF MINUTES OF THE MARCH 17, 2020 CPSB MEETING**

*Mr. Riall moved, seconded by Mrs. Bell, to approve the minutes of the March 17, 2020 CPSB meeting as submitted in the electronic mailout. Vote on the motion carried unanimously.*

### **PRESENTATIONS AND RECOGNITIONS**

District Update on Corona Virus Response – Superintendent Goree shared with the Board an update on Caddo's response to the Covid-19 virus and continuing to service the children in Caddo. He welcomed the public to the live stream Board meeting and asked that all electronic devices be silenced. Dr. Goree also reminded the Board how appreciative staff is of the Board's support during this time. Because Louisiana was identified as a "hot spot" with this virus, this has impacted many across the state and it continues to be important to follow the leadership in exercising social distancing, staying home, etc., and we will continue to reinforce personal hygiene practices in moving forward and hopefully flattening the curve sooner more than later.

The superintendent also addressed how the high school seniors have been affected by this pandemic in keeping them from participating in many of the activities normally participated in during one's senior year. At this time, Dr. Goree announced staff has tentatively scheduled July 27-August 1 for graduation ceremonies, not knowing at this time what the ceremonies will look like. However, staff will keep the Board and families updated.

Regarding social, emotional support, he reported on the launching of Caddo Cares website for accessing this support, and Step Forward has partnered with Caddo on this as well as local resources. He added this is something that is not only important now during the pandemic, but also after we exit the pandemic.

Dr. Goree also noted how much better prepared we are now versus if this pandemic occurred 6 years ago relative to communications. He said the social media pages have become the primary outlet for communicating information, and he complimented the Communications team for using this for pushing factual information out to Caddo's families, and it will be important to look closely at how we model it in moving forward since it is a great way to communicate. He encouraged the Board to continue to refer families to the Caddo web site for updates which are done frequently. The methods of communication are also tracked to determine on the outside what is our best means of communication.

Mr. Rachal stated how proud he is of the district for what we have done with technology over the past four years and how the District was able to move forward during this time. Dr. Goree added that he is thankful for the Board's support in prioritizing technology and making this possible.

Ms. Green asked about graduations and if the same order will be followed in July. Dr. Goree stated he will forward the schedule to the Board, and he asked that Board members stress to those they talk to that everything we do will be based on what we are allowed to do and continue to be safe.

**Academics** – Keith Burton, Chief Academic Officer, stated that one of the main goals when transitioning from a traditional to an on-line school setting was not to stop learning but that every child had the ability to learn new content and material. The second priority was teachers controlling the instruction, so Caddo adopted a plan where Central Office staff created resources and allowed teachers to pull from those digital resources to create lessons for their students. He applauded the academic team from every department who enabled Caddo's K-12 students to receive a seamless transition to this new way of learning. At this time, most of the schools have a decent rate of engagement and staff continues to ensure that principals and administrative teams are exhausting every effort they can to reach out to families who are struggling with content, technology, etc., by being available each day to assist teachers and families, update resources weekly, and maintain office hours to be available to those needing assistance.

One of the main resources created is a home learning page which includes content for parents and students, but also resources for administrators and teachers. Staff has continued to load weekly resources, including a virtual "help desk" for any questions or help.

As of this date, Mr. Burton reported approximately 2,500 devices distributed to families through the schools and Central Office. Most of the concerns are having internet; however, most have been simple to resolve and expressed appreciation to Christina Gremillion for her efforts. Mr. Burton also stated that all teachers are teaching with a "do no harm" philosophy, and all students' grades will either improve or stay as they were when school let out. Mr. Burton there is no end-of-year testing required of any student, no End of Course testing required for seniors, no 3<sup>rd</sup> grade and above Leap testing, and Dr. Goree stopped all final exams via the emergency order given to him.

Mrs. Bell stated she is thankful the bond issue passed which provided funding for technology. Mrs. Bell asked about the end of the year tests for 10<sup>th</sup> and 11<sup>th</sup> graders and if they do not have the opportunity to take what they would normally take at the end of their 10<sup>th</sup> grade year, will they be given that test at the beginning of the next school year? Mr. Burton explained students will pass those courses and there is no End of Course test required. He further stated that the delayed tests will be students needing to take the ACT test to qualify for TOPS, and staff is working with the state and ACT to reschedule those (now a July date), possibly in August. Also, the End of Course requirements are waived, the students earned the credit and they will move on to the 11<sup>th</sup> grade. Mrs. Bell also asked about the homework and if this work will add to a student's grade, and Mr. Burton explained that when ending the 3<sup>rd</sup> nine weeks in March and beginning the 4<sup>th</sup> nine weeks, the grade book was "frozen". If students' work since then helps the student's grade, it is counted; however, if it hurts a student's grade, the grade the student had when we stopped school is used. Mrs. Bell asked if she is correct the District distributed ChromeBooks and internet was

provided, but if the parents did not make sure their children had these things, the student will not be penalized. Mr. Burton confirmed that to be correct; and the Academic team is working on providing any needed support at the beginning of the next school year. Dr. Goree added that communication went home to parents on Monday outlining what the District philosophy is on grading during this Covid-19 pandemic and the same information is available on Caddo's web site.

Ms. Green asked about families trying to transfer from out of state into Louisiana. Mr. Burton stated they will work with these families; because at this time, the Governor has closed all schools and there will not be any new enrollees at this time but they will work with Attendance at the appropriate time to enroll them at the beginning of the next school year. Ms. Green also asked about SP Scores and how this will affect them. Mr. Burton explained that part of the waivers and decisions from BESE are there will be no School Performance Score provided for any school nor will there be a District Performance Score. Because we are losing almost 3 months of instruction, Caddo felt, as did BESE, it unfair to label schools with any type academic grade or district grade, so there will not be a grade for the 2019-2020 school year, but an "E" for excused.

Mr. Little thanked staff for their help and support during this transition, and he asked about high school students enrolled in Advanced Placement courses who are under the impression they will still have a final test to score for college credit. Mr. Burton explained that the College Board and others are working on solutions for these testing opportunities to earn the college credit. Dr. Goree stated the College Board should be working with parents now on the dates they set for testing which will be done remotely from home, and students can work through their AP teachers to make this happen.

Ms. Trammel asked about families with 5-7 school children and there is only one ChromeBook in their house, is it possible for them to get more than one. Mr. Burton explained that principals were given instructions when there is an unusual circumstance such as this, to work with the families to help them. Dr. Goree expressed appreciation to Mr. Burton's team for conducting the survey on technology needs; and while the original goal was to get at least one device in a home, he believes we are at a point where assistance can be provided for those in unusual circumstances.

**Operations** – James Woolfolk, Chief Operations Officer, shared updates in the Operations' departments beginning with the Child Nutrition Department. He reported that to date, over 223,273 meals have been distributed since the program began five weeks ago. On Monday, 56,840 meals were served, and meals served have averaged approximately 48,000 per week. He noted that on Monday of every week, staff hands out 5 breakfasts and 5 lunches between 8:30 and 11:30. PPE is provided for all the employees, including cafeteria, maintenance, bus mechanics and volunteers. He commended the volunteers from school personnel, principals, Central Office, community, Step Forward who have helped to distribute meals over the past five weeks and make what was done possible. He also added Caddo is proud to report the continued collaboration with local vendors who provided the needed products.

Mr. Woolfolk reported that all capital projects are slated to be completed on schedule with bids being received, summer pre-meetings held, and recommendations sent to the Board; and this summer we will see double the projects from what has been seen in the past because of the HVAC projects that are funded from the bond as well as the regular annual projects.

Regarding transportation, Mr. Woolfolk announced that all the buses have been parked in three secure locations, i.e. Central Office, Lee Hedges, and Vivian. The mechanics and garage directors/supervisors are inspecting the buses to make sure batteries do not run down or fleet is damaged, which there has been none over the past 5 weeks. He further stated buses were wiped down prior to storage, and they will be decontaminated with a fogger prior to the start of school. An order was placed for 25 new buses as well as for the new GPS module and cameras to be installed on the current fleet. Staff anticipates a small delay in delivery of the 25 new buses because of manufacturers observing the guidelines from the State on working.

He further reported that custodians/maintenance sanitized the schools and offices after the last day of occupancy, and they continue to sanitize them as needed. Lawn care and mowing at all sites are continuing with some delays due to large amounts of rain. Cenergistics' specialists continue to do daily audits walking through the schools to ensure there is no unnecessary energy being used as well as check the humidity levels to avoid any mold or mildew. Maintenance also continues to check power, plumbing and roof issues resulting from the rain. Mr. Woolfolk also added that maintenance personnel has assisted with the distribution of food and delivering supplies, has assisted IT in the distribution of technology devices for students and staff, and life, safety, fire and elevator inspections have continued.

He reported that in the Attendance Department, all student transfer requests have been delayed until May 18<sup>th</sup>, including hardship and Majority-to-Minority transfers. Student discipline hearings are still taking place via Zoom meetings as needed, and work permits are being completed through the employer and the Louisiana Workforce Commission.

Lastly, Mr. Woolfolk reported that remote access for employees to be able to work from home has been provided and Zoom call training continues. He said this has been very important as basically everything is digital and IT related, and the IT Department continues to work very hard to make sure everyone's computers and IT connections are working properly, as well as the teleconferencing calls.

Mrs. Bell asked about the media report of places running out of food and if this is true of us. Mr. Woolfolk said he has not been advised of any shortage of food. She also asked about two sites being closed, and Dr. Goree said we did have more sites and sites were changed. She asked about the Stoner Hill area, Magnet High, and the children in that area not having access to the food. Mr. Woolfolk responded that Magnet High is a site.

Mr. Rachal stated how impressive it is that staff is preparing 56,000 meals and distributing them in a day. He commended staff for the efforts in servicing the students in this parish. He also asked about the budget for the next round of new buses. Mr. Woolfolk responded that staff has budgeted 25 buses a year for the next 10 years and discussed the possibility of bringing the buses early; however, he did not believe accommodating this would be feasible with the pandemic and the delays in manufacturing. Another order will be placed next January for 25 additional buses. Mr. Rachal asked that staff relay to those in Child Nutrition how appreciative the Board is for their accomplishments.

Mr. Little echoed the comments on leadership across the board and those showing up every day and helping to keep these families fed. He asked about the new buses and the bus tracking apps available that will help parents know when buses will arrive at the pickup/dropoff points, and if



there is a way to make it available via retrofitting older buses. Mr. Woolfolk responded that staff looked at this for this year, but the technology being used for the GPS is out of date; and to be able to use the app reliably, we would have to use a good infrastructure from the GPS system, so the new, updated system is being brought to the old buses and the new buses so it is adaptable to the parent portal. Mr. Little asked about the timeframe, and Mr. Woolfolk reported they are being ordered with fall as the goal for implementing.

Ms. Green asked about the M to M transfers and the cutoff date, and Mr. Woolfolk said it is extended to May 18<sup>th</sup> for all transfers. Ms. Green asked if notification has been sent to parents. Dr. Goree said it has, but staff will follow up with another notification through social sites, JText, etc.

Mr. Nations stated that it is mind boggling to consider all the things that have been done and that staff had to go into an immediate adaptation to meet all the needs in these unprecedented times, and he applauded the staff for their hard work.

Ms. Trammel asked Mr. Woolfolk to share with the Child Nutrition staff her appreciation for assisting in several issues that arose at the feeding sites and for addressing each one of these individually. She also noted we did not know when we brought in digital what we would be facing today, and she commended all the employees for their efforts on a daily basis.

Dr. Goree publicly thanked Kaye Lynch and her frontline employees (managers, technicians) for their work in developing a creative plan that is working in meeting the needs of our students.

**Human Resources** – Diane Atkins, Chief Human Resource Officer, reported that since the onset of Covid-19, HR had 30 planned job fairs at college and university campuses, and now these are being done virtually. She said Town Square Media is the platform being used to recruit a diverse population of prospective teachers for the incoming school year, and reach the District's goal of 100% certified teachers in all core subjects in every Caddo school. They will target college education majors who are graduating this spring and provide a diverse group of potential teacher hires, and will use Facebook and other social media platforms to send them messages. Mrs. Atkins shared what each school created for use and when a potential candidate goes online they can see what Caddo's schools are about, new job vacancies, apply online, and engage with principals in the virtual booths. From February 14-March 13, Caddo had 354 applicants on TalentEd; and from March 14-April 17, 233 applicants.

Mrs. Atkins also expressed kudos to Ms. Gremillion who trained 26 targeted school principals where they created a virtual booth with their school logo and location information, description and links for scheduling Zoom interviews, and to date, Ms. Gremillion and her team have trained the 32 non-targeted schools in the same platform. Mrs. Atkins further reported that on April 21 – May 1, the 26 targeted schools will be set up where applicants have access to the Caddo Teacher Academy (CTA) who are going through alternative certification; and May 1 – June 30, another virtual job fair will be held for the remaining non-targeted schools which will include internal transfers (teachers wishing to transfer from their current school into another school for the new school year). Virtual Job Fair Active will go live on July 1 – July 31 for those schools with remaining vacancies. Mrs. Atkins also reported that the Teach Caddo Team, who also serves as the Recruitment Team and Professional Development Team for certified applicants who are CTA and the TNTP (The New Teacher Project) and wanting to add SPED

certification. She noted that our recruiter and Virtual Team have already worked with two other virtual job fairs, i.e. Education Week, and there were applicants from Bossier, Barksdale, Alexandria, Tennessee, Singapore and India; and they also participated in a regional college handshake.

Mr. Rachal said it is incredible that Caddo has 587 applicants and he sees that staff is not only taking care of day-to-day business, but next year business as well, and he is appreciative.

Mrs. Bell commended Mrs. Atkins on her report, and she also says she sees Caddo shining through this crisis.

Dr. Goree said he believes how we hire and manage HR is one of the areas that will forever change as a result of the pandemic experience.

Mr. Green shared his opportunity to work with the teacher groups and commended Mrs. Atkins for her unmatched work in this area.

Ms. Trammel also commended HR for their work in following through with those she has referred to HR.

**Finance** – Jeff Howard, Chief Financial Officer, reported to the Board that all Caddo employees are continuing to be paid 100% of their salary during this time; Accounting and Accounts Payable are keeping all bills paid, Purchasing continues its work, as well as Insurance is processing applications and claims.

Mr. Howard also said his department is working with all the departments to identify expenses that may be reimbursable through FEMA because in the past up to 75% of identified expenses have been reimbursed. The Federal stimulus funds will also filter through the states to the school board; and at this time, we are waiting to hear exactly what Caddo's share will be and what it can be spent on. At this time, it will be based on our Title I budget and 55-65% of that budget or approximately \$12 to \$13 million.

Regarding revenues, the MFP from the state will remain the same, property taxes will remain the same with most being received in January, and sales taxes will be affected but we do not know to what degree at this time. In his research, Mr. Howard said he is estimating a reduction in what we receive by approximately \$5-\$10 million for March through June. Staff will continue to monitor this and at the same time ask that all the departments spend conservatively. He reminded the Board that 80% of the District's costs are people and the people are being paid which leaves the remaining 20% for cuts.

He also noted they are monitoring the Child Nutrition budget closely since the number of meals this division typically serves is more than what is being served during this time; and the Child Nutrition Program is funded through revenues from the Federal government on the number of meals served.

For the 2020-21 fiscal year, staff is working on presenting a draft budget to the Board in late May with the first budget work session also scheduled for late May. Staff will continue to work under the assumption that sales taxes will be affected as of July 1 and he believes we will have a better number before July 1 on how much. At this time, he also has not heard of any changes in the MFP amount we will receive from the state.

Mr. Rachal asked how staff determined the estimate of \$12-\$13 million. Mr. Howard said the state has said they will pass this to the local school districts

using the Title I budgets. The percent of the Title I budget we will receive has not been identified other than in the 55-65% range, and when looking at Caddo's Title I budget and 55-65% of that budget, it calculates to \$12-\$13 million. Mr. Rachal asked if this is in addition to the regular budget amount we receive in Title I funds, and Mr. Howard confirmed it is. Mr. Howard noted that it does not have to be spent entirely on Title I schools. Because of the impact on our budget with the decreased sales taxes, Mr. Rachal asked that the Board receive monthly reports on the impact this is having on the budget. Mr. Howard said year-to-year is very informative and the sales tax administrator provides a good comparison report broken down by industry. Mr. Rachal also asked for clarification on Child Nutrition revenue and if how we receive funding has changed. Mr. Howard said no, but the total number of meals we are serving during this pandemic is down by approximately 1/3 and the Child Nutrition Program is funded via reimbursements from the government for meals served, so when the total number of meals served is less, the money we receive will be less and we are still paying the employees in Child Nutrition 100% of their salaries.

Mr. Howard also stated that while other school districts in the state have had cash-flow problems during this time, Caddo has not and believes we will be fine even with the decreased sales taxes.

Mrs. Bell asked if we will continue to serve meals during the summer, and Dr. Goree said the last day of school is May 15<sup>th</sup> and staff is working on a seamless plan to continue to feed the students through June and staff is looking to see what is needed in moving forward with this plan. Mrs. Bell asked if she understood we do not need to borrow any money, and Mr. Howard said we are good, but want to be better. In moving forward, Dr. Goree noted there are certain things in our financial stability that are unpredictable, i.e. sales taxes when people are staying home, but the finance team is working closely to manage this. He also thanked the Board for its commitment to everyone being paid and the Payroll Department's continued work to make sure our employees are paid.

Ms. Trammel asked about the budget preparation timeline and that the Board receive this information, and Dr. Goree said staff will resend it.

## **VISITORS**

The following visitors addressed the Board on matters of interest/concern: Jackie Lansdale, president of Red River United, applauded the School Board for its foresight to face what we are facing, the equity in the issue of internet availability for all students, need to move grievances forward, and issues relating to HR and incentives.

Superintendent Goree announced that staff did not receive any written requests.

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

Superintendent Goree highlighted items for the Board's consideration. President Trammel announced she would go through the items for questions and items that can be placed on the consent agenda. Following discussion, Mrs. Trammel announced the following items as the consent agenda: 6.01-6.03, 7.01, and 8.01-8.03.

*Mr. Riall moved, seconded by Mrs. Bowen, to establish the agenda and the proposed consent agenda for the April 21, 2020 CPSB meeting as presented. Vote on the motion carried unanimously.*

## **CONFIRM THE CONSENT AGENDA**

*Mr. Rachal moved, seconded by Mr. Albritton, to confirm the consent agenda. Vote on the motion carried unanimously. The following is a summary of the Board's action on the consent agenda items.*

6.01 Personnel Recommendations. The Board approved the personnel recommendation(s) as recommended by the superintendent and submitted in the electronic mailout.

6.02 Requests for Leaves (Certified and Classified). The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

6.03 Renewal of Administrative Contracts. The Board approved renewal of administrative contracts as recommended by staff and submitted in the electronic mailout.

7.01 Capital Projects/Construction. The Board approved the following capital projects/construction bids as recommended by staff and submitted on the bid tabulation sheets in the electronic mailout: (1) Douglas Construction (Not OCC\*), Shreveport, La., with a Base Bid, for the sum total of \$221,841.00 for Project 2021-210, "Huntington Auditorium Carpet and Seating"; (2) Martin Construction & Design (OCC\*), Shreveport, La., with a Base Bid, for the sum total of \$57,400.00 for Project 2021-234, "Youree Drive Bleachers"; (3) Thomson General Contractors (OCC\*), Bossier City, La., with a Base Bid, Alternate 1 and Alternate 2, for the sum total of \$196,400.00 for Project 2021-263, "Booker T. Washington High Restroom Renovation"; (4) Bowman Grading & Asphalt (Not OCC\*), Bossier City, La., with a Base Bid, Alternate 1 and Alternate 2, for the sum total of \$299,460.00 for Project 2021-241, "Turner Paving Front Drive and Parking, Phase 1"; (5) Dale's Paving (Not OCC\*), Bossier City, La., with a Base Bid and Alternate 1, for the sum total of \$95,295.00 for Project 2021-238, "Eden Gardens Elementary Paving Improvements"; (6) ELA Group (Not OCC\*), Shreveport, La., with a Base Bid, for the sum total of \$200,000.00 for Project 2021-231, "Captain Shreve New Gym Bleachers"; (7) ELA Group (Not OCC\*), Shreveport, La., with a Base Bid and Alternate 1, for the sum total of \$185,200.00 for Project 2021-256, "Eden Gardens Roofing, Phase 1"; (8) The Payne Company (Not OCC\*), Shreveport, La., with a Base Bid, for the sum total of \$2,205,000.00 for Project 2021-753, "Summerfield Elementary School HVAC"; (9) Blanchard Mechanical by coin toss (Not OCC\*), Amite, La., with a Base Bid, for the sum total of \$2,175,000.00 for Project 2021-754, "University Elementary School HVAC"; (10) The Payne Company (Not OCC\*), Shreveport, La., with a Base Bid, Alternate 1 and Alternate 2, for the sum total of \$1,512,000.00 for Project 2021-751, "Eden Gardens Elementary HVAC Entire School"; (11) ELA Group (Not OCC\*), Shreveport, La., with a Base Bid for the sum total of \$244,280.00 for Project 2021-228, "University T-Building Erosion"; (12) Dale's Paving (Not OCC\*), Bossier City, La., with a Base Bid and Alternate 1, for the sum total of \$120,000.00 for Project 2021-239, "North Highlands Parking Lot Paving"; (13) HAMM Mechanical (Not OCC\*), Shreveport, La., with a Base Bid for the sum total of \$98,100.00 for Project 2021-305, "Fair Park and Pine Grove Replace Hot Water Boilers"; (14) Testament Construction (Not OCC\*), Shreveport, La., with a Base Bid, for the sum total of \$304,119.00 for Project 2021-212, "Woodlawn Auditorium Seating"; (15) Martin Construction (OCC\*), Shreveport, La., with a Base Bid and Alternate 1, for the sum total of \$153,300.00 for Project 2021-233, "Fair Park Gymnasium New Bleachers"; and (16) Terry's Roofing & Sheet Metal (Not OCC\*), Shreveport,

La., with a Base Bid, for the sum total of \$199,940.00 for Project 2021-252, "Broadmoor Roof, Phase 1". *The bid tabulations are filed in the official papers of the April 21, 2020 CPSB meeting.*

8.01 Declare District 3 Seat Vacant and call for special election. The Board declared the District 3 seat vacant due to the death of member Lloyd Thompson and called for special election as indicated in proclamation provided in the electronic mailout.

8.02 Establish Procedures for Filling District 3 Vacancy. The Board approved that the following procedures for filling the District 3 position be advertised in the official journal; That applications for filling the Caddo Parish School Board District 3 position be addressed to the President of the CPSB and accepted by email to Dlohnes@caddoschools.org or by dropping them in the mailbox outside of the Superintendent's office in the parking lot behind the main building at 1961 Midway. Applicant must submit contact information including a telephone number, address and/email address in order to make arrangements for interviews. 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 3; B. His or her special skills or experience to offer as a board member from District 3; 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 by Zoom (directions to be submitted to applicants) on April 24 at 4 pm.

8.03 Call a Special Board Meeting to Interview Candidates and Select an Interim Appointment for the District 3 Vacancy. The Board approved calling a special board meeting to be held on April 24, 2020 at 4 pm for the purpose of interviewing candidates for the District 3 vacancy and for selecting an interim appointment.

## **SUPERINTENDENT'S REPORT**

Dr. Goree announced he has removed "interim" from the principals' positions at Arthur Circle and North Caddo Elementary/Middle, and that Nicholas Cunningham is the principal at North Caddo Elementary/Middle School, and Sommer Picou is principal at Arthur Circle Elementary School.

## **BOARD MEMBER ANNOUNCEMENTS AND REQUESTS**

Mr. Riall complimented the Board on conducting its first virtual meeting.

Tony Nations commended staff on the excellent data presented today and announced he will share with the public the progress Caddo made despite the times we are in

Dottie Bell thanked the Board and everyone for coming together during this time, and especially the IT technician assisting her with the technology.

Jasmine Green also thanked the IT staff technician for his assistance with the technology and she thanked staff for moving forward and setting graduation dates for the 2020 graduates.

Dr. Bonita Douzart applauded the teachers, students, administrators, essentials, nonessentials, volunteers and all who have worked so diligently to get instruction to the students.

Raymond Green thanked the two IT technicians for assisting him with the technology.

Don Little identified and thanked those in the community who reached out to help in a time of need, i.e. United Health Care in getting N-95 masks for those working to distribute meals to students and families.

Mary Trammel expressed her appreciation for everyone's prayers during her illness and she thanked God for healing her and allowing her to be with the Board today. She encouraged Board members to continue to pray for those affected by the Covid-19.

Dr. Goree expressed appreciation to Caddo's community partners, i.e. Laura Alderman, Step Forward; and Kristy Gustavson with Community Foundation. He also echoed Dr. Douzart's comments in thanking the parents for working with us in the efforts to continue to bring instruction to their children.

Mrs. Trammel announced the Board will meet on Friday, April 24<sup>th</sup> at 4:00 p.m. to appoint an interim member for District 3 and she will add to the agenda an item relative to the Board meeting in May.

**Adjournment.** *Mr. Albritton moved, seconded by Mr. Rachal, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:10 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**April 24, 2020**

The **Caddo Parish School Board (CPSB)** virtually met in *special session* in Shreveport, Louisiana at approximately 4:00 p.m. on Friday, April 24, 2020 with President Mary Trammel presiding and the following school board members present being a quorum: Steve Riall, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachel, Tony Nations, John Albritton and Dottie Bell. Board member Jasmine Green was absent. Also present were Secretary T. Lamar Goree and Legal Counsel Reginald Abrams. Mr. Little led the invocation and Pledge of Allegiance.

### **VISITORS**

The following visitors addressed the Board: Michael Williams in support of Dr. Gail Griffin.

### **INTERVIEW CANDIDATES FOR THE DISTRICT THREE CPSB VACANCY**

President Trammel announced the purpose for today's meeting is to fill the interim vacancy on the board created by the passing of Board Member Lloyd Thompson. She read the procedures to be followed in hearing from those interested in filling the District 3 vacancy stating that each candidate will be allowed up to 10 minutes to present his or her reasons for desiring to serve as interim board member from District 3, including his or her special skills or experience to offer as a board member and his or her perspective on the role of a board member. The following candidates shared with the board their desire to serve as interim board member from District 3: (1) Dr. Gail Guidry Griffin and (2) Dr. Terence Vinson.

### **SELECTION OF INTERIM REPRESENTATIVE TO FILL THE CPSB DISTRICT THREE VACANCY**

The president announced she will call each candidate's name in alphabetical order and each board member will have one vote. As each candidate's name was announced, the following votes were cast: Dr. Gail Guidry Griffin (2 votes – Douzart, Rachel); Dr. Terence Vinson (8 votes – Riall, Little, Trammel, R Green, Bowen, Nations, Albritton, Bell).

President Trammel announced Dr. Terence Vinson is the new interim board member representing District 3.

### **OATH OF OFFICE**

Legal Counsel Reginald Abrams administered the oath of office to Dr. Vinson, newly appointed interim board member for CPSB District 3. The board extended congratulations and welcomed Dr. Vinson to the board, and Dr. Vinson thanked the board for the opportunity.

## **CONSIDERATION OF SCHEDULING ONLY ONE BOARD MEETING IN MAY ON MAY 19, 2020**

*Mr. Riall moved, seconded by Mrs. Bell, that the Board schedule only one meeting in May and that the meeting be scheduled for May 19, 2020.*

Superintendent Goree stated that scheduling only one meeting in May will help staff due to the amount of time required of staff toward managing the District's response to the Coronavirus.

Mr. Albritton asked for clarification and the budget work session is still scheduled in May, and staff confirmed that is correct.

Dr. Douzart asked why the Board is meeting only once in May and four times in June. Superintendent Goree explained that two of the meetings scheduled are budget work sessions; and at this time, are tentative and if needed. Also, the Board must by law meet at least one time during the month.

Mr. Riall asked about the time for the budget work sessions, and it was reported that the time has not be determined. It was suggested that if the Board is meeting virtually, possibly the work sessions could begin at 3:00; and the Board was reminded that the meeting times were scheduled at 4:30 in the past to allow the public and those working to attend after work if they so choose. Dr. Goree also noted that in the past the budget work sessions have been scheduled at an earlier time.

Mr. Green echoed the public not being able to attend if the meetings are scheduled earlier than 4:30.

Mrs. Bell agreed with moving meetings to 3:00 p.m. for these work sessions.

Mr. Nations expressed his appreciation for those that applied to represent District 3 and he looks forward to working with the new representative.

Regarding timing of the work sessions, President Trammel announced that staff will check further about the time and let Board members know.

*Vote on the motion carried.*

President Trammel again welcomed Dr. Vinson to the Board, and Dr. Vinson expressed his appreciation to the Board for this opportunity.

**Adjournment.** *Dr. Vinson moved, and Mr. Riall seconded, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 4:40 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President



**CPSB Meeting  
May 19, 2020**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John L. Albritton (arrived at approximately 3:10 p.m.), and Dottie Bell. Also present were T. Lamar Goree, Ph.D., Secretary, and Reggie Abrams, Legal Counsel.

President Mary Trammel called the meeting to order at approximately 3:00 p.m. and a quorum was present. Dr. Bonita Douzart led the prayer and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE FEBRUARY 27, 2020, April 21, 2020 and April 24, 2020 CPSB MEETINGS**

*Mr. Riall moved, seconded by Mrs. Bell, to approve the minutes of the February 27, 2020, April 21, 2020 and April 24, 2020 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**PRESENTATIONS**

Step Forward Teen Advisory Council Mental Health Report. Superintendent Goree introduced Laura Alderman, executive director of Step Forward. Mrs. Alderman thanked the superintendent and Board for their continued leadership during this very stressful and uncertain time; and, she reported on the formation of the Teen Advisory Committee one-year ago with a role of advising their partnership on the needs of students in Northwest Louisiana from their first-hand perspective. This committee has developed a position statement with goals to improve three key areas, one of which was teen mental health, and Mrs. Alderman introduced Robert Lawrence, 2020 graduate of C.E. Byrd High School who will be attending Harvard University in the fall, the vice president of the NWLA Teen Advisory Committee.

Mr. Lawrence thanked the Board for this opportunity and shared data from the over 5,000 responses in their survey of 11,248 high school students, highlighting the top 10 challenges students face with regard to mental wellness. The data included the variety of places students face challenges, whom students confide in, and worries students had when confiding in someone, including their conclusions about the issues students face in confiding in others. Mr. Lawrence summarized the three main takeaways from this survey – 73% of students surveyed responded yes or maybe when asked if they had faced a challenge that was detrimental to their emotional or physical well-being, 83% of the students who faced these challenges experienced them in the school setting, and 43% of respondents confided in someone about these challenges with most confiding in a friend. He also brought to the Board the Teen Advisory Committee’s recommendations from their summit which included attendees from Bossier and Caddo parishes. The recommendations included each school differentiating procedures for students contacting counselors with academic needs and for students contacting counselors with emotional needs, schools providing a virtual form for scheduling appointments with counselors to quicken response time and provide anonymity within the student body when seeking help, requiring counselors to weekly visit with the student body outside of office visits, schools establishing a system in which the same counselor follows the student from ninth grade through the twelfth grade, each school developing prevention strategies to be executed on school campuses that promote mental wellness (to include stress-relief informational efforts, awareness

efforts, and opportunities in the school day for moments of meditative silence or breathing). Recommendations for teachers and administrators should include expanding training for teachers and administrators on mental health challenges to cover actionable response strategies (rather than a lecture-style session with the faculty), schools adopting active learning approaches, and developing and utilizing a written faculty action guide through simulation-style exercises, training for faculty in how to foster open dialogue, cultivating safe spaces and advising students through one-on-one discussions in addressing challenges, and expanding health class teachers instruction of mental health information to include stress-relief efforts with the classroom.

Superintendent Goree expressed appreciation to Mr. Lawrence and the Teen Advisory Committee for working through and addressing this complex issue and what students will face in the recovery process; and looking at how they can influence policy, procedures, and practices that insure our students are provided the support they need. He also added staff is working through the recommendations brought forward and will bring policy recommendations to the Board.

Mrs. Bell asked about the number of students participating in the survey, the number of schools, and Mr. Lawrence responded over 5,000 students from all schools (and if students did not want to complete the survey, a waiver form was provided for parents to sign). Mrs. Alderman said it was very important to them to have a diverse representation and to hear the voices of students who are struggling with challenges, i.e. household income and other family dynamics that make academic success a challenge for them. Mrs. Bell asked staff if this group will continue through the school year, and Mrs. Alderman confirmed they will; and there is a new cohort of members that will begin recruiting new members as the school year begins in the fall. Dr. Goree also complimented Mr. Burton and Mr. Mainiero who played a big part in this along with the building principals who were very receptive to this opportunity. He added staff also has been contacted by other organizations looking to continue building on this research as well as how they can support making these policies a reality relative to how we are managing the mental health of our community's teens. Mrs. Alderman noted how unprecedented this is with it drawing the attention of three national foundations, and she is unaware of any other school system that has received survey responses from over 5,000 students that are this definitive. Dr. Goree also expressed appreciation to Mrs. Alderman and Mr. Lawrence for their fidelity in this research and this valuable information from students.

Mr. Nations noted the reported sources for stress/mental health issues, with approximately 15% having issues with bullying, and he wants to make sure the District is doing all we can to reduce and eliminate bullying at every school level.

Mr. Rachal thanked Mr. Lawrence for the incredible presentation, and the possibility that grants and additional help will be made available to Caddo. He also asked Mr. Lawrence his opinion on how we get the students to open up with others besides friends, and Mr. Lawrence responded he believes establishing trusting relationships is key and that part of the problem at this time is lack of reliance on counselors establishing trusting relationships (due to lack of time schedule restraints) during the school day. Mr. Rachal asked him how he believes we should do this, and Mr. Lawrence said he believes increasing the visibility of high school counselors and more opportunity to interact with them would be a start.

Dr. Goree added staff will look at the student to counselor ratios to make sure they are in line with the national recommendation as well as areas where we have financial strains. He again thanked Mr. Lawrence for his work and congratulated him on his accomplishments, and he knows he will represent Caddo well in one of the most prestigious schools in the country when he enrolls in Harvard in the fall.

President Trammel expressed appreciation to Mr. Lawrence for bringing this report to the Board and to Mrs. Alderman for her support and efforts for the public school system.

**District Update on Coronavirus Response.** Superintendent Goree reported that last week was a by week in the schedule and a time for entering Phase 1 of re-entering from the pandemic; and this week staggered schedules are being followed for the closing of schools while still observing the 20% rule and social distancing. District sites will begin the Phase 1 re-entry on June 1<sup>st</sup>, and he reported that the four-day work week will not be observed this summer which will allow for spreading employees out more and keeping within the occupancy percentage (20%). He noted the importance of everything we do being in line with the recommendations from the Louisiana Department of Health and the Centers for Disease Control. In looking to the future, he stated the leadership will continue to develop plans for each operational component of the District (each Division has been charged to look at the different phases of re-entry and what will be necessary for re-entry to be successful); and staff will share in the update today a detailed document that will provide the Board clear direction as to what each phase will look like. It is anticipated that the State will go to Phase 2 as early as June 5<sup>th</sup>, and staff will continue to keep the Board updated on what the phases look like, including addressing improvements in cases as well as the possible future resurgence of the virus.

Dr. Goree shared with the Board that in response to questions and concerns about what the 2020-2021 school year might look like, it is something that we do not know at this time; but can say it will not be what has *traditionally* been done and what is done in the future will be different. He reported that staff is in the process of creating modified schedules that will address where we are from a phase perspective which will include schedules where all students are at school, a hybrid schedule where some are at school and some at home virtually, as well as everyone being at home. Virtual opportunities must also be looked at for parents who do not feel comfortable sending their children back to school in the fall. Another key component of any plan staff brings will be equity in access to technology and the internet.

Mrs. Bell asked about the lack of internet access in the rural areas, and Dr. Goree responded that in conversations around equity and that all students do have access, the District has worked over the past few months with Comcast to open up over 3900 hot spots across the parish. The District is now working closely with the City, and hopefully with the Parish as well, on how we make sure internet access is available in all areas of the parish. In response to surveying all areas, Dr. Goree responded that staff has done so and will continue to do so and also identify solutions for special situations where parents do not have internet access.

Ms. Green asked about the five day week, and Dr. Goree explained he was addressing Central Office staff and that in the re-entry plan, we will not do 4 ten-hour days each week during the summer. Also, in Phase 1 staff will be required to work in the building a minimum of one day, with most continuing to work from home, so we comply with the 20% capacity. Ms. Green also asked about office phones being connected to employees' cell phones, and

Dr. Goree said that is incorrect because in Phase 1 the building is still closed, and communication is via email or text messages on phones. He clarified there are some situations where employees may have forwarded their office phone to their cell phone; however, people are encouraged to go to the *Let's Talk* app on the web site or email their questions.

Mr. Rachal asked if he is correct in saying the District is being pushed expeditiously in the area of technology for the upcoming school year, and Dr. Goree confirmed that is correct. Mr. Rachal asked Dr. Goree about his expectations relative to taking advantage of more online classes and if any plans are in place? Dr. Goree noted the Board's forward thinking when it made the decision to increase technology availability in Caddo schools, including the creation of the District's virtual academy; because these type models will be necessary moving into the school year in the fall as he sees virtual opportunities expanding for any parent who is interested in these opportunities for their children. Also, training will be put into place for students and teachers on a digital learning platform where they can be successful if we are in a situation where we must transition from a Phase 3 where all students are at school to Phase 1 where everyone is virtual, we are better prepared for doing so. Also, staff is looking at the allocation of resources to make sure the technology is in place if we must go to a virtual platform overnight. Dr. Goree added he believes our relationships with virtual platform partners have been strengthened by them working with Caddo's team to assess the plan with our teachers and improving on it if this happens again. He also believes our teachers now value what they have accomplished in the virtual platform and see a way, even being back in school, to use this to enrich what they are doing in the classroom. Mr. Rachal asked if staff has reached out to the teachers with any surveys to receive feedback from them on what they believe worked, and Dr. Goree referenced an item on the agenda to address recognizing what our teachers did during this time; and surveys will be sent out to different groups to better develop our plan and process for the future.

President Trammel thanked Dr. Goree and the staff for their efforts during this time to take care of those parents, grandparents, family members who helped the children; and some have expressed to her they hope they do not have to continue with the "google" classroom.

**Human Resources** – Chief Human Resource Officer Diane Atkins updated the Board on HR activities during the pandemic as follows: (1) The virtual job fair brought 354 teacher applicants (all certified) resulting in 167 interviews and 51 recommendations for hire; and on May 15<sup>th</sup>, principals were requested to begin turning in every two weeks the number of persons interviewed and their recommendations for teacher positions. (2) The Caddo Teaching Academy (Caddo's certification academy) has accepted 9 applicants and their continuous professional development will begin May 22<sup>nd</sup>, with a provisional acceptance for another 27 applicants. She added HR has also accepted 8 certified applicants who are seeking to add Special Education certification. (3) Vacancies (teachers) in the Target Schools at this time are 42 at the elementary level with 16 recommendations, 18 at middle school with 3 recommendations, and 17 at the high school level with 8 recommendations. Teacher vacancies in non-Target Schools are 13 at the elementary level with 4 recommendations, 8 in middle schools with 5 recommendations, and 39 at the high school level with 15 recommendations. Also, recommendations for internal transfer requests total 27 elementary, 22 middle school, and no high school, with the deadline for transfer requests concluding June 30<sup>th</sup>. (4) Pending retirements for the 2019-20 school year total 110 classified and 80 certified.

Dr. Goree stated that staff continues to recruit and look at creative ways to find the best to put in front of Caddo's students, and this is another area in the school system that will never be the same, noting the many advantages of recruiting online.

Mrs. Bell asked for clarification on the Caddo Teacher Academy, and Mrs. Atkins explained this is Caddo's own "grow your own", and shared examples of paraprofessionals who have degrees, or non-education majors who can qualify for the program and obtain Level I teacher certification by working with our curriculum specialists. This program has been certified by the State Department of Education and Caddo has the ability to certify non-traditional candidates to become teachers. Mrs. Bell asked if there is an academy for growing our own administrators (principals, etc.) desiring to move up. Dr. Goree said that in the work over the past five years and the focus on how to get more teachers in the classroom, he believes the situation described has become obvious when looking at the number of retirees and the number of baby boomers in the school system that can retire tomorrow. He added he believes it is important to be specific in the new strategic plan to be introduced later this summer on preparing and supporting people in the transition from the classroom to administration or from administration to a central administration level of leadership. At this time, he added this is not something that is formulated to the level the Board would expect, but is something to work on through the strategic plan process. Mrs. Bell encouraged staff to put something in place to address this need. Dr. Goree also referenced the NISL Program, a national leadership program, that all sitting principals go through and the possibility of adding to it a mentor support.

Mr. Little asked about the virtual job fair and that only 51 of the 354 applicants have been recommended for hire. He also asked if there is an increase in retirements compared to previous years. Mrs. Atkins responded that at this point, Covid-19 has caused many educators to think about this and the numbers are actually lower than what we have had. However, the numbers presented are very fluid at this time and are subject to change. She also responded that principals have been so busy ensuring that the instruction continued through the google classroom that staff has not asked them to report on the number of persons they are recommending for interview or hire until May 15<sup>th</sup>; and with the school year now ended, she expects these numbers to increase. Dr. Goree added that in his conversations with the principals and the fact that they are seeing so many more applicants, they have had an opportunity to be more selective in their recommendations.

Ms. Trammel asked how transfers are being addressed, and Mrs. Atkins explained teachers go on TalentEd to see vacancies at schools; and if they are interested in transferring to another school, the contact and interview are done virtually. Ms. Trammel asked if they sign an agreement or intent to employ at a different school at the end of the school year? Mrs. Atkins noted that in the Target Schools, principals offer commitment letters to teachers they wish to invite back; and when they do, that teacher is locked in for the upcoming school year.

**Academic Affairs** – Chief Academic Officer Keith Burton reported that the district provided over 3,000 devices to families during the pandemic and schools are beginning to take them back this week via a schedule for teachers and parents/students to turn them in and to get personal belongings still at the school while still meeting the distancing guidelines. He also explained the process staff will follow to sanitize each device, verify security updates, confirm the inventory, and store them until next school

year. Additional on-going academic activities included preparing for the summer professional development for teachers, increasing virtual modules, holding sessions to prioritize helping teachers with developing online learning, building student engagement and changes in next year's curriculum and a 100% virtual new teacher inservice. Also, preparations are being made for gathering data through surveys of families, students, teachers, and staff to determine what worked, what did not work and how we can improve our support. In preparing for the start of school, Dr. Goree directed Academics to draft plans for every possible situation for opening school, with all plans following all guidelines from the CDC and Department of Health; and staff is working with principals, teachers, and staff members to gain input on this planning including addressing extracurricular activities, athletics, spirit groups, increasing virtual education, communication plans, etc. Mr. Burton said that, at this time, adjustments will need to be made to the 2020-2021 school calendar to meet students' needs, and our plans must allow schools the flexibility to address the needs of all students, and groups of students who will not return to the traditional school this fall.

**Operations** – Chief Operations Officer James Woolfolk provided updates on the following activities in the Operations Division: (1) The summer feeding program began on Monday, May 18<sup>th</sup> at 14 sites, and 64,788 meals were served on that day. He further reported that since March, 479,000+ meals have been served to Caddo students with the top four sites served being Caddo Heights, Blanchard, Southern Hills and Fair Park. (2) The capital projects are moving forward as scheduled and it is anticipated that all will be completed on time. (3) The Transportation Department updates include mechanics resuming mandatory summer bus certification, installing new cameras and GPS units on all buses, receiving 25 new buses by the start of school for a total of 50 new buses in the fall, and training for new bus drivers. (4) Online registration is open and procedures are being developed to greatly reduce the need for parents to visit Attendance to enroll for 2020-21, and FAQs and instructions will be posted on the web site and social media outlets on how to register students. (5) The Maintenance Department is currently assessing the cost, quality, and delivery of PPEs in preparing for the start of school. (6) Information Technology continues to work with AT&T to provide wired internet services for all CEP students at a reduced cost and to work with E-rate to reimburse school districts for providing internet services for students.

Mrs. Bell asked why meals were halted at Walnut Hill, and Mr. Woolfolk explained the District typically runs 12 summer feeding sites, and this year they will have 14 after looking at the sites and the highest usage, which Walnut Hill was not one of them. Some sites were moved or eliminated due to summer capital projects taking place. Mrs. Bell expressed the need in the country, i.e. Bethany, Greenwood, for those who may not have transportation to get to sites further from them. Dr. Goree explained that staff did look at the totality of what we were serving and decided to add Walnut Hill back before beginning summer feeding (in mid-April); however, sustainable numbers never materialized for it to remain a site. The families that were going to Walnut Hill were directed to the next closest site of Huntington. She requested that staff survey to determine why they are not taking advantage of the opportunity. Dr. Goree reminded the Board that we began feeding approximately 400,000 meals with no idea of how the District would pay for it, and are still working on how to pay for it; however, it was a service staff knew the District could not afford not to provide to the community. He applauded Kaye Lynch and the essential workers in Food Service for putting themselves on the front lines to provide this service.

**Finances** – Chief Financial Officer Jeff Howard reported that all Caddo employees, including long-term subs, have continued to receive a paycheck during the pandemic, and all bills have been paid. He announced that the April financials were closed out and will be emailed this week, the March sales tax collections were down \$411,000 (5.36%), and April numbers will be reported at the end of May with the possibility of the amount being down by 50%. Mr. Howard stated that the 2019-20 expenditures have continued to be in line with the budget and he feels good about where we are.

Mr. Howard announced the first 2020-21 budget work session will be next Tuesday, May 26<sup>th</sup> at 1:00, and staff will bring details to the Board at that time. He reminded the Board that during this time, it has definitely been a challenge as the effects of the pandemic are still ongoing (sales tax receipts and property taxes), along with a decline in population and student enrollment.

Mr. Howard reported that Caddo did receive its allotment of funds from the CARES Act, and must submit its statement on the use of these funds to the State by May 29<sup>th</sup>, as the State requires certain criteria to be met in using these funds. How the District meets the criteria will determine how much of the available incentive funds we will receive. He further reported that the District is working with FEMA to apply for reimbursement for expenses incurred because of the pandemic, i.e. cleaning supplies, personal protective equipment, etc. Dr. Goree stated we are continuing to practice what we began approximately five years ago relative to being strategic in how resources are allocated; and with the possibility that Caddo's sales tax receipts could be approximately \$9 million less, staff is looking at how to cover costs incurred as well as possible future costs. Uncertainties like loss of population, projections on when the sales tax may bounce back and how we will be affected next year are unique challenges as we enter the budget season.

Dr. Douzart asked if we are promoting the census and people completing this. Dr. Goree reported the Communications Department has pushed out communication through our web site and social media outlets to make sure people are aware it is time for the census and to encourage people to complete this process.

Mr. Albritton asked about the amount of the allotment, and Mr. Howard announced that Caddo was allotted \$18.4 million, part of which will pass through Caddo to the non-public schools and the Tier 1 charter schools, making Caddo's amount approximately \$17 million.

## **VISITORS**

Comments received by 2:00 p.m. via email from the following visitors were read into the record by Communications Director Mary Nash-Wood in the order in which they were received: Talicia Miller, 910 N Lakewood Dr., Shreveport, LA, concerns, risks and statistics regarding students returning to school in the fall; Shelly Willey, 704 Wilkinson St., Shreveport, LA, concern for daughter returning to school in fall without a proven vaccine for Covid-19; and Edgar Miller, 910 N Lakewood Dr., Shreveport, LA, continuation of online/virtual learning for 2020-21 school year due to uncertainties with Covid-19. Jackie Lansdale, president of Red River United, addressed having the opportunity to share ideas on what re-entering school in the fall will look like, gaps in technology needs, hazard pay, and working together to have certified teachers in their subject areas.

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

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued. Mr. Abrams explained this is actually a work session and regular meeting, so the Board will go through the items and ask any questions they may have, and then go through and determine which items can go on consent.

Personnel Recommendations. Mr. Rachal asked about the recommendations for vacant director positions; and if we will be able to fill, for example director of insurance, this position with someone who brings the needed knowledge in the insurance field. Also, he asked if there is something in place to provide needed training or extra help for this large budget; because he visited with Mr. Howard about the budget and his concerns in this area. Dr. Goree complimented Mr. Watson and his work for the District in managing the insurance and he will be missed; however, he is excited about the candidate identified for this position as someone who he believes can come in and do a wonderful job in managing the District's insurance, and is someone that can begin tomorrow working with Mr. Watson. Mr. Rachal complimented Mr. Watson and wished him well in the future and thanked him for doing an incredible job.

Capital Projects Bids. Steve White explained that one project bid earlier, three projects bid today at 2:00 and 2:30, and one project is postponed (University Roofing Project will come to the Board in June). Projects bid today included JS Clark roof replacement (which staff is recommending the Base Bid and Alternate 1 be awarded to Terry's Roofing and Sheet Metal) with the bid being slightly over budget, but one that can be done with savings from other projects; Atkins Front of School Drainage (which staff is recommending be awarded to Bowman Grading & Asphalt); and Walnut Hill Additional Parking Lot (which staff is recommending A. Williams Enterprises). The early bid was for the Ridgewood Emergency Roof Repair (staff is recommending the bid be awarded to Louisiana Roofing Contractors), and he explained the bid difference in the \$350,000 budget and a bid of \$170,620.

Mr. Riall asked staff about the extensive list of capital project bids approved last month and if we are on schedule in moving forward with these projects. Mr. White said they have all moved forward and the only two that have not are the postponement of the University Roof project and the roofing at Caddo Middle Magnet. Mr. Riall asked if the air condition upgrades are on schedule, and Mr. White announced bids were received and were under budget so he anticipates no delays at this time unless a plant might shut down and equipment not delivered; however, completion date on these projects is July 31, 2020.

Consideration of 2019-20 Capital Projects Fund Budget Revision. Mr. Rachal stated that he had submitted questions for clarifying the \$6 million adjustment, and staff reported to him that a project was started, completed and paid early which resulted in the need for an adjustment in the starting balance. He thanked staff for providing the answers to his questions.

Consideration of Policy on Protection of Criminal Background Information. Mr. Abrams explained that this policy was created as a result of the Louisiana State Police sending an application to the Superintendent requesting us to sign off on their contract which included extensive requirements for us to begin using their criminal background check system. He reported that he met with staff, including Dr. Goree and IT on the requirement of having someone as a liaison between the Louisiana State Police auditors and us who will make certain all the information in criminal background checks is safe, that we do not allow it to be submitted to other



persons, and that we will be audited to make sure we are following this process. He further added, this policy is brought to the Board for approval because of the requirements of staff, and it will make certain we are in compliance with the requirements of the contract in order to continue using their process to quickly get back criminal background checks. He reported that Mr. Graham did contact the office submitting it since we have never had to sign a contract in the past, and everyone has signed it.

Consideration of Waiving of All Evaluations; Awarding of Steps and Incentives for the 2019-20 School Year. Superintendent Goree stated that teachers generally teach the entire year and go through an extensive evaluation process; and in the fall, many are awarded a \$250 check for those scoring in the highest category of the evaluation system. Since there is no evaluation this year, the question arose on what to do with those teachers who we knew performed well. In looking at how hard teachers worked to make the transition to an on-line platform and extra expenses they incurred as a result, staff determined the best recommendation would be to reward them all (2,500 teachers) with \$250. He said a large percentage receive this stipend anyway, so rather than save the money, staff recommends giving it to the teachers. Also, regarding equity and the fact that many are tied to evaluations, staff is recommending waiving this evaluation piece and pay all these stipends as well (most of which are being paid anyway). Dr. Goree also explained that this results in a savings of approximately \$1 million for the District since the District will have no schools identified as Top Gain schools because there was no state test. He added if we don't do this, by policy, step pay raises are tied to evaluations as well, so he is asking the Board to consider waiving all evaluations (secretaries included). Mr. Rachal thanked the superintendent and he is hopeful that this will be shared with all the employees and maybe the \$1 million savings will help offset some of the sales tax loss.

Mrs. Bell echoed these comments, and asked Dr. Goree if all classroom teachers will receive this \$250. Dr. Goree clarified that all teachers that would have qualified through the evaluation system will receive the \$250.

Mr. Rachal asked if the cafeteria workers, et.al., were included in the \$250, and Dr. Goree said all will be exempt from evaluations; and if teachers qualified for the \$250 based on evaluations, they would receive it. Mr. Rachal stated he hopes something could be considered for these employees as well who have gone above and beyond during this time. Dr. Goree state that staff will look at something to bring back to the Board at a later date.

Ms. Green asked for clarification on the check, and Ms. Trammel said this addresses the waiving of all evaluations for the 2019-20 school year and also awarding of steps and incentives for the 2019-20 school year. She asked if they will receive it next school year, and Dr. Goree said it is for this current school year, but it is typically paid in the fall. Ms. Green asked will it be August or when? Dr. Goree said typically it is paid in December because of waiting for the evaluation process to be completed, but there will be more flexibility and talk about moving the date to earlier in the year; and once approved by the Board, staff will move forward with feasibility schedules and bring options to the Board. Mr. Abrams clarified that the \$250 stipend is for the highly effective teachers and not all employees. Dr. Goree added there are other incentives and stipends tied to teacher performance, and they all will be paid this year in addition to the step incentive.

President Trammel announced the following as the consent agenda items: 6.01-6.04, 7.01, and 8.01-8.07.

*Mr. Rachal moved, seconded by Mr. Riall, to establish the agenda and the proposed consent agenda for the May 19, 2020 CPSB meeting as presented. Vote on the motion carried.*

## **CONFIRM THE CONSENT AGENDA**

*Mr. Rachal moved, seconded by Mr. Riall, to confirm the consent agenda. Vote on the motion carried, and the following is a summary of the Board's action on the consent agenda items.*

6.01 Personnel Recommendations. The Board approved the personnel recommendations as recommended by the superintendent and submitted in the electronic mailout.

6.02 Personnel Transactions Reports (Resignations). The Board approved the personnel transactions reports (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Requests for Leaves. The Board approved the requests for leaves as recommended by staff and submitted in the electronic mailout.

6.04 Renewal of Administrative Contracts. The Board approved the renewal of administrative contracts as recommended by the superintendent and submitted in the electronic mailout.

7.01 Capital Projects/Construction Bids. The Board approved the following capital projects/construction bids as recommended by staff and submitted on the bid tabulation sheets: (1) Louisiana Roofing Contractors, Shreveport, Louisiana, with a Base Bid for the sum total of \$170,620.00 for Project 2020-075, "Ridgewood Emergency Roof Repair"; (2) Postpone bid on Project 2021-258, "University Roofing, Phase II", to the June 16, 2020 Board meeting; (3) Terry's Roofing & Sheet Metal, Bossier City, Louisiana, with a Base Bid and Alternate 1 for the sum total of \$279,270.00 for Project 2021-254, "J.S. Clark Roof Replacement"; (4) Bowman Grading & Asphalt, Shreveport, Louisiana, with a Base Bid for the sum total of \$98,170.00 for Project 2021-226, "Atkins Front of School Drainage"; and (5) A. Williams Enterprises, Shreveport, Louisiana, with a Base Bid for the sum total of \$110,000 for Project 2021-240, "Walnut Hill Additional Parking Lot". *The bid tabulation sheets are filed in the official papers of the May 19, 2020 CPSB meeting.*

8.01 Consideration of Approval of Caddo-Shreveport Sales and Use Tax Commission 2020-2021 Budgets. The Board approved the Caddo-Shreveport Sales and Use Tax Commission 2020-2021 budgets as submitted in the electronic mailout.

8.02 Consideration of 2019-20 General Fund Budget Revision. The Board approved the 2019-20 General Fund Budget Revision as recommended by staff and submitted in the electronic mailout.

8.03 Consideration of 2019-20 Capital Projects Fund Budget Revision. The Board approved the 2019-20 Capital Projects Fund budget revision as recommended by staff and submitted in the electronic mailout.

8.04 Consideration of 2019-20 Debt Service Fund Budget Revision. The Board approved the 2019-20 Debt Service Fund budget revision as recommended by staff and submitted in the electronic mailout.

8.05 Consideration of 2019-20 Educational Excellence Fund Budget Revision.

The Board approved the 2019-20 Educational Excellence Fund budget revision as recommended by staff and submitted in the electronic mailout.

8.06 Consideration of Policy on Protection of Criminal Background

Information. The Board approved the proposed policy on Protection of Criminal Background Information as submitted in the electronic mailout.

8.07 Consideration of Waiving of All Evaluations; Awarding of Steps and

Incentives for the 2019-20 School Year. The Board approved waiving of all evaluations and that steps and incentives for the 2019-20 school year be awarded as recommended by staff.

**BOARD MEMBER ANNOUNCEMENTS AND REQUESTS**

Dr. Douzart expressed her appreciation to the IT technician for his assistance.

Mr. Rachal asked that he receive an update on the graduation commencements. Dr. Goree confirmed the dates for graduations for the last week of July, and staff is working with the Department of Health and the CDC regarding restrictions and what these events may look like, anticipating there will be a limited number of guests per family.

Ms. Green asked if there is a way Board members can do a virtual speech rather than being at the graduations allowing another seat for a graduate's family. Dr. Goree confirmed this possibility.

Mrs. Bell expressed appreciation to Huntington High School principal, faculty, staff, parents and graduates for the wonderful car parade on Saturday honoring the Huntington graduates.

Ms. Trammel asked Mr. Abrams to explain what may happen regarding Zoom meetings in the future. Mr. Abrams explained that we are currently operating based on the Governor's latest Proclamation 59 (Phase I). Proclamation 58 was on the state of emergency, and Proclamation 59 which includes schools board continuing to operate with Zoom or electronic meetings rather than in-person meetings if the school board is still unable to get a quorum for in-person meetings or if we are unable to meet the 25% occupancy in the meeting area. He said we are currently certifying that we are unable to meet the quorum for person-to-person meetings. Proclamation 59 will end on June 5<sup>th</sup> (or sooner if the Governor decides); and if the Governor decides this is no longer the rule, the Board would then need to begin meeting in person according to the new proclamation and making sure it happens.

Ms. Trammel commended staff for the wonderful videos from the high schools recognizing their senior classes. She also asked about getting back on schedule with videos of CPSB Districts 4 and 5.

**Adjournment.** *Ms. Green moved, seconded by Mr. Rachal, to adjourn. Vote on the motion carried, and the meeting adjourned at approximately 5:32 p.m.*

**May 26, 2020**  
**CPSB Budget Work Session**

Members Present: Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Also present were Dr. T. Lamar Goree, secretary, and Reginald Abrams, legal counsel.

President Trammel called the CPSB budget work session to order at approximately 1:00 p.m. and a quorum was in attendance. Dr. Bonita Douzart led the invocation and Pledge of Allegiance.

Superintendent Goree announced that today is the first of several budget work sessions in looking to approve a budget for the 2020-21 school year. He encouraged Board members make note of the slide numbers for quick reference in answering their questions. Staff will also send a request form for additional questions/requests following today's meeting.

Chief Financial Officer Jeff Howard began the discussion by sharing an overview of the 2019-20 budget; and that the 2019-20 balanced budget approved by the Board included \$8.4 million from the OPEB trust (the money set aside for years to cover the employer's share of retiree health care premiums) to help balance that budget. In March, staff determined we were considerably out-performing budget projections and may not need these funds (or maybe only a small amount from them) planning to leave the \$8.4 million in the OPEB trust. However, this changed with the Covid-19 pandemic making a historic impact on all local governmental entities' finances, and Caddo has been specifically impacted by the loss of revenue from sales taxes, one of the District's main revenue streams. Mr. Howard noted the priorities in the District's budget are to make sure Tier 1 curriculum is available for every student, teachers are provided professional development aligned to the educational standards, and students and staff are provided the resources and guidance during each phase of re-opening.

He said the General Fund budget must prepare for a variety of instructional models during this uncertain time; and at this time, it is uncertain what that may look like. So, staff is preparing for the worst and being as conservative as possible; and if school is opened as normal that is great; but if not, we must be prepared to staff appropriately for teachers and other positions to meet the students' needs, while ensuring equity is in place to provide quality access of services to the District's most at-risk populations.

Mr. Howard highlighted the timeline in preparing a budget that begins in December by departments, directors and chiefs preparing a wish list/requests for the next year's budget and followed by the internal budgeting process beginning after Christmas break until now. He noted this year's process looked different because of the time staff lost when things shut down in March. After getting input from the Board during today's work session, Mr. Howard reported the next document will be in the format the staff will ask the Board to approve. The second budget work session will be on Tuesday, June 2<sup>nd</sup>, and a third on June 9<sup>th</sup>, with the budget being on the June 16<sup>th</sup> meeting agenda for approval.

Mr. Howard highlighted the proposed budget as follows:

Beginning with revenues, Mr. Howard reported there is no anticipated growth in ad valorem tax revenue (property taxes). While property taxes have done well this year, we have been advised by the State to be prepared for a 3-5% decline in this area so staff is budgeting this flat. Also, knowing that we will not be back by July 1 and we do not know the effects at this point, we are expecting it could be \$5 to \$10 million less. He also announced the MFP amount we receive is expected to decline again this year because of the decline in student enrollment, and he

highlighted the past five years of MFP dollars (without charter schools) and the steady decline seen, and a projected 800 student loss which is an approximate \$5.5 million decrease in revenue from MFP.

Mr. Howard shared the changes in the sales tax revenue and the steady increase we have seen; however with the pandemic, the District will see a sizeable decrease in revenue. Relative to school enrollment, Mr. Howard showed where the District 10 years ago had an enrollment of 42,314 students and for the current school year, the enrollment is 37,868 which is a decrease of 4,400 students (10.5% over 10 years). In looking at the number of schools over the past 10 years, in 2011 the District had 65 schools and we now have 62 (4.6% less). In essence, the District has averaged losing a school population each year, but has not adjusted the number of schools that remain open. He also shared the impact that charter schools have had on our enrollment and the District's budget.

Mr. Howard updated the Board on the CARES Act implemented during the pandemic for states to respond to the Covid-19 emergency. He explained these funds are funneled through the State to the local school districts. Caddo will receive \$18.4 million, a part of which will be shared with the private and charter schools, with Caddo Schools' allotment being approximately \$17 million. The funds must be used to address budget shortfalls and virus response efforts meeting certain criteria provided (i.e. can't be used for giving employees a salary increase). The funds will also not be released to Caddo until we submit how the money is spent; and at this time, Mr. Howard reported it is recommended that \$4.5 million be dedicated to address the impact of the pandemic and help plug the budget hole in sales tax revenue. He added that hopefully in a couple of months we will know the impact on the sales tax with the hope that we will not have to use the entire \$8.4 of OPEB funds budgeted to cover the budget. For 20-21, \$10.3 million of the funds will be used to help increase virtual learning opportunities for families, purchasing devices to get to a 1:1 ratio to students, with a lot of questions at this time relative to what the opening of school will look like and the changes that will cost money.

In looking at the proposed 2020-21 budget. Howard reported that the estimated revenue is \$401,575,000, which includes the \$10.3 million from the Cares Act, and estimated expenditures are \$414,000,000, leaving the District with a projected deficit of \$12,472,000. Factors contributing to the projected \$12,472,000 deficit is the steady decline in student enrollment over the past 10 years (4,446), with the average loss over the last 10 years being 494, the average loss over the last 5 years is 656, and the average loss over the past 3 years is 823 students, which is more than a school a year over the past 3 years. Additional contributing factors include the decline in MFP funds due to the decreased enrollment, dramatic decrease in sales tax revenues, and an increase in funding allocated to the charter schools.

While there is no simple solution to right this, the District is at a time where hard decisions will need to be made on a combination of ways to address it.

Superintendent Goree highlighted items discussed over the past 18 months relative to the District's budget and what future budgets may look like. He thanked Mr. Howard and staff for out-performing the current budget as of March 13<sup>th</sup> and that this is something to be proud of. However, when the District had to implement a program whereby we provided every child in need two meals a day, in addition to meeting technology needs, coupled with the major decrease in sales tax revenue, this did create a hardship on the District. Dr. Goree also reminded Board members that he desires to hear the Board's voice at the end of this presentation on what the Board is willing to support in researching how to reduce the budget by \$12.4 million. Because there is still work to be done to reduce this \$12.4 million, he said that is why the first budget presented at this first work session does not look like first budgets presented in the past.

Dr. Goree highlighted some of the options the Board has discussed in the past, i.e. new tax or roll forward, modifying the staffing formula, outsourcing of identified services, consolidation/closing of schools, future restructuring of health care benefits, using reserve funds, implementing a reduction in force, freezing all salaries and future step increases for all staff, eliminating the annual \$200 per teacher supplies fund, and eliminating the employee \$500 holiday supplement, including the pros and cons of each option. He also asked the Board to remember in these considerations that the District was poised to out-perform the budget and be in a better position entering the next school year despite the fact that the pandemic has changed how we must look at school, knowing that "traditional" is not an option even if we are all allowed to return to school in the fall. Some of the things that will need to be put into place will create a hardship on the District and preparation must take place to address this. The top priority will always be top-rated curriculum for all students; and when looking at the "summer slide" (knowledge that students lose over the summer) coupled with an 8-week "corona slide", staff is working diligently to build top-rated curriculum programs that support both of these and help children transition in 1-1.5 years back to where we would have them to be. However, for this to happen, extensive professional development is needed to support our teachers. Again, at this time we do not know what the start of school will look like; and even though the CDC has presented recommendations, we will continue to wait on the Louisiana Department of Education and the Louisiana Department of Health as these decisions are made. Staff will bring to the Board multiple options based on the situations we are in. He also reiterated the timeline and that since starting the budget process, staff has reduced the budget by \$13,000,000 from the original draft, and we still feel it should be reduced more before a proposed budget is presented to the Board for approval.

President Trammel announced the procedure to be followed for hearing Board member comments and questions, and the following comments, questions and requests were shared by the Board.

Mr. Riall referenced slide 8, and asked how much Caddo receives per student in MFP funds, and Mr. Howard said approximately \$5,500 per student. Knowing that the money for charters comes through Caddo, he also asked how much does Magnolia receive; and Mr. Howard stated that the amount here is a total for all the charters, which is approximately \$10,000 per student; and he explained the amount is higher because they have their own building. He also noted there are many levels in the MFP formula for Title I, Special Education, Vocational, etc. Mr. Riall asked about the stipulation in the MFP amount that hinges on the amount of property tax we collect and us collecting the maximum amount. He also asked about a projection of how many students we may lose per year over the next five years. Mr. Howard said staff would need to look at the trends (over the past three years), and the census data; however, at this time, he would expect the trend to continue at 600-800 student losses per year. Dr. Goree said he believes we will reach a point where the population will stabilize, but unfortunately, we do not know when that will happen or what the number will be; however with the economic impact of this year, and the number of persons laid off, he believes it is realistic to look at the 800 average number for this year. Mr. Riall also noted the previous comment that some students will not return because of Covid-19.

Ms. Green asked about the roll forward of the taxes and that this is not a popular discussion amongst the parish; but if we were to roll forward, what would be a projected dollar amount. Mr. Howard responded that in normal times, using a normal reassessment, it would be between \$3 and \$4 million; however, at this time we do not know what it will be and should receive our reassessment from the assessor's office in July (before the pandemic, we would have received it in June, but it has been moved back to July). Thus, the soonest the Board would be able to make a decision is August or September; and at this time, we do not know what the reassessment will look like. She asked if we are aware of any other entities considering rolling forward, and Mr. Howard said he is not.

Dr. Vinson referenced slide 8, and asked if we have any idea where the students have gone? Dr. Goree stated that staff was very formal in tracking students and campaigning to get students back last year; and he cited magnet school examples, i.e. Byrd, a school whose enrollment has always been at 2,200 and is now down to 1,700-1,800, and CMM who has always had a set population, but has lost teachers because the set population did not open school. In tracking these students, a lot of the families are leaving the community because of economic reasons. Also, while it was once thought to be charter schools, and once a large part of it was movement to Bossier and DeSoto Parishes, now you see a lot of relocation to Dallas, Houston, Atlanta, and other larger metropolitan areas because of the economic opportunities. He said we can expect to lose some people this year because the economy is in a rebound. Dr. Vinson asked if thought has been given to how we are shaping the school system around the master plan. Dr. Goree explained the District is currently in the process of revamping its Strategic Plan that has served the District very well over the past 5 years from an academic perspective; and part of the conversation will be how we make sure our District is right-sized to be successful fiscally as well as providing academic advantages for children.

Mr. Little noted slide 19, and stated that whether a new tax or a roll forward, the citizens see it as a new tax because it is money from their pocket for an increase in revenue. Even though a roll forward does not require a vote of the citizens, it still will be an increase, and he believes you will see a little bitterness and resistance from the taxpayers to support it, especially if it is not coupled with significant reorganization of the entity asking for the increase of revenue. In modifying the staffing formula, he believes many teachers are already pushing their limits with the number of students they are comfortable with; and anytime the staffing formula is modified, there is the possibility you scare off some of those who are currently happily employed. Also, he believes when you increase the number of students per classroom, you lose some comprehension since the teacher cannot equally share her time with students individually when you add more students to the classroom. Mr. Little stated he believes outsourcing is an option for some things, i.e. lawn care, cafeteria operation; and he doesn't know, relative to insurance benefits, if there has been an increase in the cost to the end user in many years and it may be possible to increase out-of-pocket and explore employees getting enrolled into other programs for which they qualify, i.e. Medicare once they reach a certain age, and use of reserve funds is not a long-term solution but for emergency relief. Finally, regarding closing and consolidation of schools, he asked about Slide 10 and if he understands correctly that between 2010 and 2019 there was a 12.3% decrease in enrollment. Mr. Howard said 10.5% decrease; and 12.3% if including next year's projection. On slide 11 Mr. Little asked if he understands correctly that if you look at a proportional number of students to the number of facilities, you would have 57 schools, and Mr. Howard confirmed that to be correct. He asked if 57 would mean a reduction of 5 schools and the dollar amount to operate a school is approximately \$800,000 a year, and Mr. Howard confirmed that to be correct. If consolidating, Mr. Little asked if he is correct in saying we will save approximately \$4 million a year plus the ancillary savings; and Dr. Goree noted that is included in the \$800,000, and Mr. Howard said that is correct (or at least the majority of it). Mr. Little said he believes it is an objective to be explored and suggested that an objective measure be researched for determining which schools are looked at, i.e. enrollments versus capacity, and maybe even distance for travel to the school, when looking at what schools would be best to consolidate or eliminate. He noted how emotional it is when discussing the consolidation or closing of any school and he knows there is a component of poverty and race in declining neighborhoods; however, he believes the "medicine" for this is severe and sometimes is what's required to continue to be prudent with and a good steward of the taxpayers money and be open to making the tough decisions.

Dr. Douzart stated that the impact of the Coronavirus caused a debt in the budget that was unexpected, and she knows there is a timeline that needs to be met along with the issue of

student enrollment lost. At this time, she is cautious about saying anything about elimination and consolidation; but she is against freezing anyone's checks.

Mr. Albritton asked about the significant increase in employee benefits in categories? Mr. Howard noted that for the 2019-20 year we budgeted for \$8.4 million to be paid out of the OPEB trust to cover the employer's share of the retiree benefits. The \$8.4 million was reduced from the benefits expenditures in the 19-20 budget and there will be an increase since it will reflect \$8.4 million less than the actual cost. Mr. Albritton asked if this is across the board for all employees, and Mr. Howard responded it is. Relative to instructional staff service salaries, Mr. Albritton asked about the 244% increase, and Mr. Howard explained that this budget will look a lot different; and when the Board receives the next packet it will include a list of employees by positions, and it will look different because staff has worked very hard this year to make certain every employee is classified correctly, as staff found a lot that were not, i.e. many regular education teachers were classified as Special Ed or Special Ed teachers classified as regular education. He added that coordinators were also included in the teacher numbers and they are now under instructional staff services where they should have been. Mr. Albritton asked about the increase in utilities of 3.7% and if it is an inflationary number. Mr. Howard explained that this is anticipatory and includes what is paid to Cenergestics as well. Mr. Albritton also noted the importance of looking at the statistical relationship and making sure we understand what is involved and not doing a cold statistical analysis to get to the 57 schools; and he will support almost any recommendation staff brings to correct this since we do have a lot of brick and mortar relative to the number of students and this needs to be addressed. Also, once we see the forecast on the sales tax impact, he cannot imagine the effect the Covid-19 virus will have on our schools and businesses; and he agrees with Mr. Little about the need to make some hard decisions which may not be in the best interest of any political interest we have.

Mr. Green referenced the modification of the staffing formula and that while this may not be the best thing to do, he believes it far from being the worst. He knows there will be problems with certified teachers and other staff needed if this is modified; however, he believes there is a need to revisit neighborhood schools because when they were built, they were done so to provide a complete (elementary, middle and high) school experience in any section of the parish. However, when schools were integrated and choices were given whereby students could leave their neighborhood schools to attend a magnet, this put stipulations in place as to what could and could not be done. He hopes the budget committee would look strongly at these situations and solutions being considered. Also on consolidating, he believes this may not solve the problem, but it would ease the pain we are facing.

Mrs. Bowen shared serving on a transportation committee a few years ago and asked if transportation will be affected in anyway by the choices the Board will be making with the budget. Dr. Goree said he believes that to be correct especially in talking about the consolidation of schools and the costs. However, even when looking at outsourcing of transportation in the past, we could never find a group that could manage the complexity of what Caddo does through the magnet, and other options.

Mr. Rachal stated he has requested from the superintendent and Mr. Howard a more consolidated summary relative to the increases in the areas of supplies, salaries, as well as benefits, as these areas have big numbers and impacts. He also asked for a copy of the latest budget and financial statement reflecting where we are in the current budget. Mr. Howard explained the April financials were just closed and staff will be sending it out. Mr. Rachal referenced Slide 2 and asked how much is in the OPEB fund, and Mr. Howard stated approximately \$24 million (which includes the \$8.4 million). On slide 10, he noted the importance of the 37,868 students and asked if the charter students are included in this number or are they pulled out. Mr. Howard said they are included in that number. Mr. Rachal



said even with the students at the charter schools, we are still losing 800 students a year, and Mr. Howard said that is correct. Dr. Goree noted that Linwood (approximately 1,100) is not included, and only the Type I charter numbers are. Mr. Rachal asked if the 1,100 is an increase from what he believes was 700-800 students, and Dr. Goree said that is correct because they have built a K-8 model and the enrollment has grown and we expect it to be stable. Mr. Howard confirmed the number to be between 1,000 and 1,100. Mr. Rachal said it is important to note that the Magnolia enrollment is included in Caddo's numbers because Caddo is a flow-through of funds for them. Referencing slide 13, Mr. Rachal asked about the \$18.4 million in the Cares Act and the \$10.3 to be put into next year's budget and \$4.5 into this year's budget and the remaining \$3.6 million going to private and charters. Mr. Howard clarified that approximately \$1.4 million will go to the private and charters and approximately \$2 million will be used to upgrade and purchase devices in order to meet the 1:1 device to student ratio the State is wanting us to do. Mr. Rachal asked if he is correct and that the \$2 million is not currently being reflected and needs to go into the 20-21 budget? Mr. Howard explained that the State requires that we keep up with this in a separate fund so it will be recorded in that fund and not the General Fund. Mr. Rachal asked if even separate, isn't it still what we will receive from the Cares Act, and Mr. Howard confirmed that to be correct, \$2.2 million. Mr. Howard stated that this will not show up in the General Fund budget, but it will be in the Consolidate Annual Budget which shows every fund. Mr. Rachal asked if it will go into the District's Technology Fund, and Mr. Howard clarified it will be a new pass-through to pay for these devices. He asked what is the total amount expected to be spent on new devices. Mr. Howard said including what will be spent from the General Fund budget, and Mr. Rachal said correct, and Mr. Howard said he will provide that to the Board. Regarding Slides 19 and 20, Mr. Rachal said he believes it to be important to have a perspective on this money and if a household has five members (3 children, 2 parents) and each had a car and each had a cell phone and they all went out to eat five days a week, but they had a loss of income/revenue in that household, the household must make some difficult sacrifices (meals eaten out, car-pooling, etc.) and this is the same perspective for Caddo in that our budgets have not kept up with the declining student population, and Mr. Howard and Dr. Goree agreed that to be a quantitative solution to draw from the numbers. He also believes there to be a qualitative side to the conversation as well. Mr. Rachal said while we have done things to keep up, it has not been enough, and Dr. Goree said the Board has made difficult decisions in the past to try to keep up but the whole element of it being children makes it different than if you look at the closing of possibly a General Motors plant. Mr. Rachal said in looking at slides 19 and 20, he believes the holiday supplement is part of the salary schedule, and Mr. Howard said it is something the Board intended employees would get every year; and Mr. Rachal stated he doesn't believe this is something that we can eliminate, and Mr. Howard said he believes the Board could if it wanted to because of the way it is worded as a supplement; however, staff would need to research it further. Dr. Goree added that he understands if it is a supplement and not a part of the official salary it can be eliminated, and he cautioned the Board that this is a list of things that *could* happen with many of them being tough decisions and the need to look at how much money it generates. Mr. Rachal said he would find this one very difficult, because it is being shown as a supplement, and he remembers the Board's intent that it was a part of the employees' regular pay; so it is very unlikely that he would support this. Regarding supplies, he asked if CEEF funds were used to pay these last year and not the General Fund budget. Mr. Howard said if the Board chooses to eliminate this option, we would find a \$450,000 expenditure in the General Fund budget and move it to CEEF funds and save the General Fund the \$450,000.

Mrs. Bell asked Mr. Howard to send her information on the rental of the building and land and what it is for, the utility refund (CNP), the security refund, revenue from other LEAs (administration fees from other charter schools), non-public school materials, revenue sharing, and on page 3, what we are renting. Relative to slide 15, Mrs. Bell asked Dr. Goree about the current deficit, and Dr. Goree confirmed that is correct and staff is presenting information

today with a goal of decreasing that \$12 million deficit before adoption of the budget. He also reminded the Board that when it adopted a deficit budget last year, the goal was to get the deficit down 1%; so he doesn't think the goal is necessarily to get to zero but to do everything possible to move in that direction and have a plan moving into the second year; however, the pandemic has changed that plan and the need to look at a new plan. Mrs. Bell asked staff to provide her the pros and cons for the options presented on slides 19 and 20, because the Board is not the experts but depends on staff to bring recommendations/options with all information on each. Dr. Goree said in looking at the list of options from a quantitative (numbers) perspective, all could be justified; but, there is a qualitative side that the Board will actually support. Hopefully, from the conversation with the Board today, the staff will have a better understanding of what the Board will support when looking at the financial health of the District.

Ms. Trammel asked about items she does not see on the list of options, i.e. voluntary furloughs, and the tracking of students, savings from our schools being closed for 2.5 months and no buses being used. Dr. Goree explained that any savings we would have seen here would be offset by the increased cost for meals served. Mr. Howard responded that approximately \$2 million due to less gasoline used, less overtime throughout the district, less maintenance and supplies, reduced utility cost, etc. Mr. Howard also reminded the Board that 80% of the District's expenditures are personnel related with salaries and benefits.

Mr. Nations thanked Mr. Howard for the information and noted the significant decrease in the student enrollment, but less of a decrease in the number of schools. While he is not advocating for closing schools, this must be considered. He asked about the possibility of a feasibility study looking at enrollment versus capacity, as well as the operating expense for keeping a school opened compared to its enrollment. Mr. Nations noted the need for specific data and the fact that the Board is needing to look at significant dollar amounts and percentages so significant cuts will need to be looked at to address this.

Ms. Trammel referenced this same discussion a few years ago and the same can was kicked down the road when looking at ways to address the same issue; and at that time when the superintendent recommended closing/consolidating 12 schools, the overall consensus of the city was to get rid of the superintendent. Her concern is once the Board makes a decision to consolidate/close schools, are we doing it because it is an easy way and we can, or are we looking at all the issues involved and how children will be affected. While she is all for consolidating and for closing, she needs to see and understand exactly why, when and where; because if it is based on size only, it will not work. She also asked about Linwood's enrollment, and Dr. Goree responded a little over 1,000. Dr. Goree reported that staff had begun conversation with the Louisiana Department of Education regarding returning this school to Caddo's inventory this year; however when Covid-19 happened and testing was waived, the State had nothing on which to base continued conversation; however, he believes this conversation will happen, but it will take more time.

Mr. Riall asked if staff will bring recommendations in the next few meetings, and Dr. Goree responded that staff will look at the conversation today and bring some recommendations next week. Mr. Riall reminded the Board that in looking back in history and dealing with viruses/pandemics, this will not last forever (maybe 2 years), so he hopes anything we do we will be able to reverse when things return to normal.

Ms. Trammel announced that a fillable form will be sent to the Board members to pen in requests/questions and return to staff. She also announced the Board will hold its next budget session Tuesday, June 2<sup>nd</sup> at 1:00 p.m. Ms. Trammel also asked the superintendent to share with the Board examples of what staff believes will work, for example, for schools such as University that are bursting at the seams.

Dr. Douzart asked that Attorney Abrams send her a copy of Governor Edwards' Proclamations 58 and 59.

There being no additional questions, the meeting adjourned at approximately 2:48 p.m.

**June 2, 2020  
CPSB Budget Work Session**

**Members Present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams.

President Trammel called the June 2, 2020 CPSB Budget Work Session to order at approximately 1:00 p.m. The prayer and Pledge of Allegiance were led by Dr. Bonita Douzart, District 5.

**Visitors.** There were no visitors.

**Discussion of 2020-21 CPSB Budget.** Superintendent Goree highlighted the following items discussed at the May 26<sup>th</sup> budget session.

- Estimated revenue of \$392,125,000, CARES Act funds \$10,388,000, and total expenditures of \$412,355,791 for a deficit of \$9,842,791
- Contributing factors of losing 4,446 students since 2010, no growth in ad valorem tax revenue, decline in MFP due to reduced enrollment, decrease in sales tax, increase in funding allocated to charter schools
- Identified Options for addressing deficit, including a new tax or roll forward of the existing tax, modifying the staffing formula, outsourcing identified services, consolidation/closing of schools, restructuring of healthcare benefits, using reserves, implementing a reduction in force, freezing all salaries and future step increases, eliminating \$200 teacher supply funds, eliminating employee \$500 holiday supplement, and adjusting attendance zones.

Based on input from the Board at the first budget discussion, Dr. Goree further detailed the following options presented:

**Roll Forward** – This option looks at the current tax value of the community and based on it, the District has the opportunity to roll the millage forward. Relative to property reassessment, this is being done now and we should have the results in July. The Board can choose to take advantage of this option in August-September and it is estimated to generate \$3-\$4 million annually for the budget. He noted that at this time, these dollars are not represented in the presented budget for adoption and the last roll forward the District did was in 2002.

**Consolidation/Closing of Schools** –This option would provide approximately \$2.4 million in savings next school year and includes closing Jack P. Timmons, Arthur Circle, and Mooretown and consolidating Broadmoor as a K-8 school. He stated Timmons is currently a K-5 with 240 students; and staff is recommending closing it and creating new attendance zones for students into Blanchard Elementary, -Donnie Bickham Middle and Walnut Hill Elementary. Dr. Goree explained this provides an opportunity to realign the students to attend elementary schools that feed into the middle schools they will attend. It also eliminates the need for the small school staffing, scheduling and budgeting for extras above the staffing formula for elective classes, and provides stability to the enrollment at Blanchard and Donnie Bickham. The configuration would become K-3 at Blanchard and 4-8 at Donnie Bickham, creating a K-8 feeder pattern. He added Turner will also become a true K-8 and this would save approximately \$781,000 annually.

Regarding Mooretown Elementary, Dr. Goree explained it is a small K-5 with 181 students, and the recommendation is to close Mooretown and to create a new attendance zone for students into Oak Park Elementary/Pre-K Center. This will provide opportunities to eliminate the small-school restrictions on scheduling, staffing, and budgeting, move Mooretown students into a recently renovated campus, maintain a 2<sup>nd</sup> pre-K center in Caddo and save approximately \$882,000 annually.

With the closing of Arthur Circle, with an enrollment of 391, staff is recommending to create the Broadmoor K-8 Stem Academy. This would provide opportunities such as consistency of instruction through middle school, create a K-8 STEM Academy and increase student experiences in 21<sup>st</sup> century technology, align student enrollment with the building capacity and

provide an annual savings of approximately \$690,000. He also stressed the process to be followed to make this opportunity for students successful.

**Adjusting Attendance Zones** - Additionally, Dr. Goree reported that staff is recommending adjusting the attendance zones of University Elementary and Riverside Elementary schools in an effort to decrease University's enrollment to 944 (from 1,029) and increase Riverside's to 547. He added that by doing so, the student enrollment better aligns with each school's capacity, the likelihood of increasing the number of temporary buildings is decreased and the District will see a one-time savings of \$150,000.

**Use of Reserve Funds** – Dr. Goree stated that in 2019-20, the District outperformed its approved budget; and based on this effort, there was not a need to use the reserve funds as originally approved. However, staff is at this time recommending the use of \$9.9 million of reserve funds to address the remaining projected budget deficit, is committed to its goal to decrease this deficit.

Dr. Goree also announced that he has asked President Trammel to call a special called meeting next Tuesday to address these needed actions as by law the District is required to submit a budget by the end of June.

Mr. Nations asked about the capacities of the schools where students would move to as well as the impact on the neighborhoods of closing these campuses. Dr. Goree responded that staff can provide him with that information.

Mr. Little stated his appreciation for the presentation and the opportunities being afforded students through the proposed changes, i.e. Stem Academy at Broadmoor. He noted that in the option of roll forward, he believes that whether it is a roll forward or a renewal, it means more money and taxpayers will look at it as more money out their pocket, and reminded the Board that Caddo/Shreveport has the highest taxes in the state with an increasingly smaller group that is paying these taxes. He also stated that high taxes are known to be one of the things that can hurt a community, i.e. causing families to move, etc.; and we want to make sure we do everything we can to slash the budget to the bone before we take more money out of the pockets of the 35% who pay a significant amount in property tax.

Mrs. Bell asked about the gain if we roll forward, and Dr. Goree responded that he understands everything shared by Mr. Little, but clarified that based on what the Board said in last week's session, staff looked at the needs in the District to determine the recommendations brought forward. He also clarified that when talking about a roll forward, we are taking the current values and reassessing the current millage at those current values and it will generate approximately \$3-\$4 million. He also believes that some of the thoughts expressed are why the District has not done this since 2002. Mrs. Bell stated she has no problem with the recommended closures and noted the advantages of the recommended changes in her district, and she believes that whatever can be done, i.e. roll forward, to help the District should be considered.

Mr. Riall asked about the hearing impaired program at Timmons. Dr. Goree reported that he and his staff met this morning with the principals of schools being affected and Dr. Shelia Lockett and her department are looking at all these programs to determine where they will be placed, and they are looking closely at where the students in the program live so they are placed in an environment where they can be functional. Mr. Riall asked what the projected budget deficit will be after these adjustments? Dr. Goree said approximately \$5 million, and that is if the consolidations are removed (leaving \$9.9 million) and if the roll forward happens, and \$3-\$4 million is removed. Mr. Riall asked if he understands the staffing formula is something that could be considered in the near future, and Dr. Goree responded that yes it could as conversations continue on social distancing, and staff has met with the employee organizations to talk through what best meets the needs of the District, and it is one of the things they spoke strongly against but recommended taking the time next year to see how it can be done and still protect teachers and quality instruction. Dr. Goree reiterated that in being transparent through the list, it is not just one thing that must be considered, but many in getting the budget balanced. He also stated that staff will continue to work around efficiencies and personnel at the central level, where cuts have been made as well, and continue to staff the schools as efficiently as possible. Mr. Riall asked if we will find some kind of recovery after the Coronavirus is gone; and he

noted that everything we have done thus far is permanent; but the staffing formula can be used during the problem, but changed again by a vote of the Board.

Mr. Albritton asked if the savings amounts are net amounts, and do they include expenditures associated with moving students from schools being closed to a new location. Dr. Goree said the amounts are net, and many of the moves will cost very little money because of the consolidation of small schools. Mr. Albritton also asked about adjustments in personnel, i.e., number of psychologists reduced by eight, and are we protecting the classroom teacher. Dr. Goree stated that the plan is following the third budget work session next week, staff will bring a budget with a complete list of the changes. Mr. Albritton asked if closing Timmons makes it another surplus property, and Dr. Goree confirmed that is correct. He also added that in moving forward with the new Strategic Plan, it is important to begin conversations on are we better served to expedite tearing down the buildings (especially those in neighborhoods) and making green spaces to protect the integrity of the neighborhoods. Mr. Albritton also asked about the size of Broadmoor with the proposed changes, and will there be transportation issues with this change. Dr. Goree said he doesn't believe so and that in fact, it could be more simple. He also asked about the \$9.9 million coming from reserves (will it come from one reserve or multiple reserves). Dr. Goree said staff intentionally did not identify an account, but in moving through the next budget cycle, staff will determine this, and at this time, staff's goal is to again out-perform the budget and not need to draw from the reserves.

Mr. Rachal asked about the information he requested from the first budget session relative to the increase in supplies, salaries and benefits. Staff responded this information was generated and forwarded to the Board. Mr. Rachal stated as it is all about the children, he does not believe everything has been done in going through the options presented to do all we can and not go into the reserves for the \$9.9 million. He said we continue to fund Cenergistics approximately \$750,000 a year, and we do not need them; and asked staff to tell him why we need to continue to pay this to an outside firm when there are other options where this would stay in the school system. Dr. Goree stated that a Board member can always bring a motion to discontinue contracting with Cenergistics; however, he reminded the Board that one of the early conversations with him included the Board requesting the selection of an energy management company. Cenergistics was one of several companies that made presentations and is who the Board selected; however, staff serves at the pleasure of the Board and if the Board chooses to not use Cenergistics, and approves a motion to cease that contract, staff will discontinue that contract immediately. Mr. Rachal stated for him we do not need them; he did not like the choice; he thought it was the wrong choice at the time; and because the Board gets recommendations from staff, he wants to know what Dr. Goree and the staff believes about keeping \$750,000 a year. Dr. Goree said as a request from the Board, he will bring an informed response to the Board; and in looking at the large ticket items in the budget, if the Board believes we may be able to live without something listed, that is what staff is encouraging Board members to do, since we are in a season where everything must be on the table including some things we may need. Again, Mr. Rachal said he does not see where we have done all we can do; and while he sees the consolidations, he also sees other areas that need to be looked at moving out, i.e. maintenance, etc. Dr. Goree asked for clarification on the areas that staff has missed, and Mr. Rachal stated he can come back with a list, but he is asking staff what they looked at. Dr. Goree explained that staff looked at the feasibility of what items the Board would support, and is why staff collected the Board's thoughts in this regard. He added the Board can bring a laundry list of items for the Board to vote on, but staff is also trying to use time effectively in getting to a balanced budget and determine how we move forward in the future; and again, is why he has asked the Board over the past 18 months to look at the budget and tell staff what the Board will support. Also, the things presented to the Board today are things he has received. Staff can provide the Board documentation on what has been done, i.e. cutting teachers stipends, consolidations, outsourcing; however, today he brought to the Board those things he believed the Board would be able to support. He added if the Board wishes staff to bring a laundry list of items and allow the Board to vote on many motions, staff can do that. Mr. Rachal said he still believes there are dollars to be saved in outsourcing as well as things we can do relative to energy and be way ahead just without Cenergistics. In looking at the map relative to revising the attendance lines for University and Riverside, Mr. Rachal noted the map's small size prohibited him from clearly understanding it, and Dr. Goree stated that staff will provide an enlarged map of this. Mr. Rachal added that he likes the K-8 configuration at Broadmoor and believes this facility has been underused for many years; and he noted the incredible job Caddo has done with K-8 configurations. He also stated that in continuing to discuss the inequities across the system, he represents a district in southeast Caddo that presents and provides beyond its fair share in

property taxes; and despite the many times he has brought this information forward, we are again considering asking them for more, and they have only one school. In talking about equity, he believes equity would be every district having only one elementary school, yet we are wanting to throw more burden on this area and we are giving them nothing in return. We will continue to lose them because the dollars will follow the children when they go to private schools and maybe the charters. He also stated that we put a lid on the economic growth of Caddo Parish and the City of Shreveport due to the lack of building schools years ago in Greenwood and Southeast Caddo where we could have been growing our tax base. He doesn't believe it is fair and believes the voters have made that clear as well. Relative to reserves, he would like to know the total reserves and how much of the reserves will we use in the current calendar year. Dr. Goree added his appreciation for Mr. Rachal's comments and referenced past conversations relative to options for financing building a school; however, this administration moved forward with a millage renewal, not a new tax, to address everything described, but the taxpayers spoke and we could not move forward. Many times in talking about this problem, it will be important to continue to be as creative as possible to get to this end. While he would like to say that the decisions and choices the Board will make will have a positive impact for Caddo Parish; Mr. Rachal said he doesn't know that he can say that at this time since he believes there are other areas to be looked at, i.e. outsourcing, before we ask people to pay more taxes. He also believes if we do not dig deeper now, we will be doing this again next year.

Mr. Nations asked about the recommended school closures and the big footprint they represent in the neighborhoods and if any thought has been given to what might become of the properties if they are sold. Dr. Goree noted what happened with Oak Park; and after entering in an agreement with the Housing Authority, this facility was torn down and a green space created in this neighborhood. He believes that in working with the community, this could be the best solution for these as well, and noted the fact that there is not a market for off-line schools.

Mr. Little asked if the Caddo Parish Commission might have an interest in creating green spaces in any of the three areas where schools are being closed. Also, he asked if there are other schools with low attendance that could be looked at possibly closing to cut the budget more. Dr. Goree responded they can be sold; and he does not know if the Commission is interested but staff could reach out to them; and in talking with the City, the City already has more park spaces than they can maintain. Regarding additional schools that can be taken off-line, Dr. Goree said that is possible and staff can provide these numbers to the Board, but it doesn't necessarily have to be about capacity; and he noted the experiences of doing so in the past.

Mrs. Bell said when talking about the neighborhood schools, no one has said how many students in her district are no longer in the neighborhood school, but they are attending magnets/magnet components; and this has lowered the numbers in the neighborhood schools. She added there will need to be a better formula than capacity for her to support it. Relative to reserves, she did not hear the amount in reserves and noted she stated last week that the Board consider what staff is bringing since staff is more in tune with the needs throughout the District and what needs to happen so we can best meet those needs. She said staff has brought recommendations to the Board and she knows that what was brought for her district is what will be best for her constituents' children; and that the students attending Timmons will return to a school closer to where they live. Mrs. Bell also asked how many students across the parish are being bused to magnets/magnet components. She also thanked the staff for answering her questions to better help her understand and she asked if staff jobs will be saved (teachers, custodians, etc.) from these closures. Dr. Goree explained that because of the size of the school system, we can accommodate placing all the employees from these consolidations. He also reminded the Board how fortunate Caddo is that during this pandemic we did not have to borrow money and that we are fortunate we have a reserve fund and can move in this direction and not overly exhaust the reserve funds. He added if we continue to lose 800 students a year, we will have this same conversation again next year to address both the academics and operational side, but no one will be laid off at this time.

Mrs. Bell said reserves are for use when emergencies arise, and no one asked for Covid 19. While there are things to be looked at in the budget, she added we are fortunate the reserves are available to help. She shared her appreciation for the research done by staff in bringing the recommendations, and encouraged the Board to look at the options staff brought; because she does not want to look at laying off anyone.

Ms. Green echoed Mrs. Bell's comments regarding the magnet schools and neighborhood school enrollments; and unless we begin to shut down magnet schools, we will continue to see a decline in the neighborhood schools numbers. She expressed her appreciation for staff's hard work in bringing the options and she hopes this will address the problems the District is facing.

Ms. Trammel expressed her appreciation to the superintendent and staff; and while she understands the comments and concerns, she shared what the Board has faced in the past when proposing the closure/consolidation of 12 schools, and asked if the proposed K-8 STEM program at Broadmoor will be open parishwide? Dr. Goree asked the Board to remember and understand that Covid-19 has pushed the District in this direction faster than we ever thought and no one came to staff with any consolidations/closures the Board would be willing to support until the District was faced with the current situation. He added that at this time, staff is planning to initially open this school as proposed because the timeline is tight for opening of school and that it happens with fidelity for these students. As we build the STEM program through stronger partnerships, we do see an opportunity for choice.

Dr. Douzart spoke on behalf of the magnet schools in Caddo, and when she taught we began losing students to private schools, but when magnets were put into place, private schools began closing. While she does not want any schools to be closed, she believes we are looking at what staff believes to be fair and the best for the school system. She added she believes if we close magnet schools, we will have a lot more private schools.

Ms. Trammel stated she understands most Board members would like to know how much money is in reserves and staff will be providing that information to the Board. Also, she asked when closing and consolidating schools, will these vacant buildings be added to the list of surplus properties, and staff responded that is correct. Ms. Trammel reviewed the conversation and clarified there was no recommendation for furloughs, for any job reductions, no RIF, so that the Board can respond to calls correctly and that this is not a part of the plan at this time, and Dr. Goree said that is correct. Ms. Trammel reminded the Board that a special called Board meeting will be held next Tuesday the 16<sup>th</sup> at 1:00 to address this and asked that staff provide all the requested information prior to that meeting; and if Mr. Little has a list of additional schools to add to the list that this be shared with the superintendent to gather the information.

Mrs. Bell asked Dr. Goree if, when the Board takes the vote regarding the consolidation/closure of schools, we will notify the parents of everything. Dr. Goree said staff will release information today to allow parents to voice their concerns through the Let's Talk platform, and staff will follow the same process followed in previous consolidations.

Dr. Goree thanked all the Board members for the time devoted to this budget process; and while not everyone may be happy as things are presented for consideration, staff does try to bring forward a presentation that the Board can support in moving forward. He encouraged Board members to continue to bring forward any ideas they may have for staff to look at as we continue to do what is best for every student in the parish.

In entering Phase II, Ms. Trammel asked Reggie Abrams to explain if this will mean the Board will need to change how it is meeting. Mr. Abrams explained it depends on what the Governor puts in his order which has not been released at this time. He is actually hearing that Phase 2 will be similar to Phase 1, and we are waiting to hear if he will allow businesses to continue to meet virtually. He will pass this information to the superintendent and Board upon receipt.

Ms. Bell asked if we return to meeting in person in Phase 2 will Board members be separated to comply with the social distancing, as this is a concern she has. Dr. Goree said that staff has looked at ways we can make this happen; however, at this time, staff has not been able to find an answer to that question. Thus, he is hopeful we can continue with virtual meetings through July and hopefully have an answer in August.

There being no additional discussion, *Mr. Rachal moved, seconded by Mr. Riall, to adjourn. Vote on the motion carried* and the meeting adjourned at approximately 2:30 p.m.



**June 9, 2020**  
**CPSB Budget Work Session**

**Members Present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Also present were Dr. T. Lamar Goree, secretary, and Reginald Abrams, legal counsel.

President Trammel called the CPSB budget work session to order at approximately 3:20 p.m. and a quorum was in attendance. The prayer and the Pledge of Allegiance were omitted.

**VISITORS**

Mary Wood read into the record comments presented via email/Let's Talk from Jon Glover (location of Board meetings moved to allow all public opportunity to be heard and clarification on positions being recommended by superintendent). Emma Shepherd, Retired Teachers Association, shared concerns relative to using a roll forward and reserve funds, specifically OPEB funds, to balance the budget.

Superintendent Goree recognized Chief Financial Officer Jeff Howard who highlighted the proposed budget in reflection of the vote taken today. Mr. Howard stated that the estimated revenue at this time is \$392,125,000 plus \$10,388,000 from the CARES Act fund, and expenditures total \$412,355,791, leaving a \$9.8 million deficit. Staff is proposing using \$9.8 million from the OPEB reserve funds to balance the budget; and reminded the Board that even though this was done last year (\$8.4 million), to date the District has not used what was budgeted and if they are needed, staff anticipates the need for only a small portion of that \$8.4 million. Dr. Goree said Caddo is one of only two districts in the state that use these funds as a savings account, and most districts apply the funds in real time to offset the cost of retirees. Mr. Howard explained the purpose for these funds is to offset the employer's cost of the retirees' medical costs.

The 32 special revenue funds total approximately \$65 million, and he highlighted the top 3 being Title 1 at \$24.5 million, Child Nutrition Program at \$16 million and IDEA (Special Education) at \$8.9 million. Also, he explained that the Capital Projects funds are received through millages, and they were renewed for 10 years in 2013 and 2016 respectively for a total of 11.88 mills. The District will go back to the voters in 2023 and 2026 to renew these millages. He stated the Capital Projects budget is about \$21 million, which is a slight increase from last year.

Dr. Goree announced staff will finalize the budget for the Board to approve at its meeting on June 16<sup>th</sup>.

**QUESTIONS/ANNOUNCEMENTS**

Dr. Douzart complimented the Board president and noted one incident today where there were several hands raised to speak, but a motion was made to adjourn. While she and others wanted to speak, she asked if in the future there are a number of hands to speak to please make sure everyone has been heard before adjourning.

Mr. Albritton asked about the final proposal and if the 8 psychologists still leaves us with a deficit of about \$7 million after the school closures/consolidations, and where will other changes be made. Dr. Goree said we were at \$12 million, and we eliminated things to get to the \$9 million deficit. Staff will continue to cut wherever possible, and while we are fortunate

even with the tax reductions to do well with the current budget, staff will bring to the Board an approximate 2% deficit that will be addressed with OPEB reserves.

Mr. Riall asked if the Board will receive a hard copy of the budget and Dr. Goree responded hard copies of the budget will be mailed to the Board by Friday. Also, he asked that staff share on a separate piece of paper anything cut out of the budget to get the deficit down. Dr. Goree said staff will share a list on the cuts made thus far.

Mr. Rachal asked if the Board will be able to meet in the Board Room next week. Ms. Trammel said staff is working on provisions for this to happen.

Mr. Nations shared that he was not happy with how the meeting went today, and it is a lesson learned on the ineffectiveness of a meeting when not being able to meet in person. He too hopes the Board can again meet in person as soon as possible as he believes doing so will greatly enhance the meetings and be less confusing.

Mr. Little echoed comments on procedures and the need to sharpen the game. He noted that Mr. Abrams sent a Robert's Rules cheat sheet and encouraged all to review it. While Zoom has made it more difficult, he too hopes that consideration will be given to hopefully safely meet soon. He also noted in the budget sizeable increases in Central Office expenditures and how it looks to the public when cutting facilities but increasing Central Office. He believes greater public trust will be seen when we tighten our belts more before going to the public. Dr. Goree asked Board members if they have additional questions to send them to Ms. Lohnes, Mrs. Wood or himself to allow staff to provide detailed answers. He added that through the cleanup process, there are things that appear to have increase but have not; and he would love the opportunity to clarify those things if brought to him.

Ms. Green shared that she is not in a rush to get back to meeting in person and hopes we will not rush to do so.

Mrs. Bell also shared her concern on meeting in person until we know how school will start and also waiting until we are told it is safe to do so.

Dr. Douzart state she whole-heartedly agrees with Ms. Green's comments.

Ms. Trammel shared that she cannot control some of the things technically; and if she sees the blue hands raised, she recognizes those, but asked the Board to forgive. Also, she shared her thought that if the government says we must meet, we will determine how to do so and how to meet safely.

Mr. Abrams explained that in order to meet by Zoom the Board must certify we can't make a quorum in person. Otherwise, there could be a situation where you don't have a quorum and then not be able to meet. Before the next meeting, we will again certify we can't make the quorum and we need to meet by Zoom. If we can get a quorum of the Board to meet in person, the meeting would need to be in the Board Room or wherever the Board decides.

**Adjourn.** Mr. Riall moved, seconded by Mrs. Bowen, to adjourn. Vote on motion carried and the meeting adjourned at approximately 3:45 p.m.

**June 9, 2020**  
**CPSB Special Session**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. T. Lamar Goree, Secretary and Reginald Abrams, Legal Counsel.

President Mary Trammel called the June 9, 2020 CPSB Special Session to order at approximately 1:00 p.m. and a quorum was present. Ms. Trammel led in the invocation and Pledge of Allegiance.

**VISITORS**

President Trammel announced that Mary Wood, director of communications and strategic initiatives, will read into the record comments submitted electronically. The following visitors virtually addressed the Board on budget issues and school closures: Emma Shepherd, Caddo Retired Teachers Association (opposed to use of reserves, specifically OPEB, and a roll forward); Patty Langham (opposed to closing Arthur Circle); Patty Rockwell (opposed to closing Arthur Circle); Mary May (students and teachers suffering because of shortfall, look at Central Office positions); Sarah Spoor (postpone vote on closing Timmons); Jessica Hartman (opposed to closing Timmons); Rae Poppa (return all schools to neighborhood schools); and Lisa Baker (opposed to closing Timmons).

Board member Rachal requested that staff respond to Emma Shepherd's questions in writing and that Board members receive a copy.

The following visitor comments were received via email/Let's Talk and were read into the record of the meeting by Mary Wood: Kyle Murdock (concerns about closing Timmons); Pam Dunnigan, (identify other cuts in the budget); Nancy Darwin (oppose closing Arthur Circle); Edgar Miller (communicate with parents re: testing students for Covid); Lisa Baker (closing of Timmons and the lack of communication/notification of changes); Telicia Miller (plans in place for return to school); Mary Finley (opposed to closing Arthur Circle); J.D. Hilliard (opposed to closing Timmons); Ann Cooperman (opposed to closing Arthur Circle); Jennie Small (opposed to closing Timmons); Jessica Oliver (opposed to closing Arthur Circle); Kelly Anthony (opposed to closing Timmons); Cyrus Collins (budget cuts effect on students); Julie Mayo (number of positions added in the budget); Lauren Norton (reconsider closing of Arthur Circle); Kenneth Moore (opposed to closing Arthur Circle); Bailey Jordan (opposed to closing Arthur Circle); Jennifer Jeter (opposed to closing Arthur Circle); Taylor Robinson (opposed to closing Arthur Circle); Don Mitchell (closing schools); Jon Glover (holding meetings in school auditorium or football stadium and still allowing for social distancing); Angela Turner (supports closing Timmons); and Billy Wayne, Fairwood Forest Neighborhood Association (supports concerns with budget and the recommendation to close schools).

**CONSIDERATION OF PERSONNEL RECOMMENDATIONS**

*Mr. Rachal moved, seconded by Mrs. Bell, to approve the personnel recommendations as recommended by staff and submitted in the electronic mailout. Vote on the motion carried unanimously.*

**CONSIDERATION OF CLOSING/CONSOLIDATION OF SCHOOLS**

*Mr. Albritton moved, seconded by Mrs. Bell, to approve the proposed consolidations, off lining of facilities and grade configurations as well as*

*create the Broadmoor STEM Academy which includes the renaming of the Broadmoor Middle School facility.*

*Mr. Little moved, seconded by Mr. Rachal to separate the motion into four separate votes.*

Mr. Rachal asked for clarification and this is not a substitute motion and if you are making this a motion that is the motion on the floor and there is no vote, but we can discuss. President Trammel said this is a substitute motion to divide the motion, and Mr. Rachal said it is now the motion on the floor, and Ms. Trammel clarified he properly placed a substitute

Mr. Little stated he understands there is an opportunity to offer a substitute motion to approach voting differently on this item. Mr. Abrams clarified that the motion before the Board is a substitute motion by Mr. Little to actually decide whether you will split the motion into 3 votes. Dr. Goree asked if it now goes to a discussion on whether or not you will split it, and he asked for clarification on 4 votes, and Mr. Little said it is 3 closures and the 4<sup>th</sup> is Broadmoor STEM Academy.

Mr. Rachal said he believes Don Little needs to make a motion to split, and Mr. Little clarified his intention is to vote on each individually, and if not, he will have to vote no.

Mr. Abrams said there is a motion to change how you vote (change to individual votes rather than one vote) and this is the motion the Board will vote on if they want to or not. Then the Board would decide how they would separate it. Mr. Little said it has been properly seconded and he understands now the Board can discuss it.

Mr. Rachal stated he would like to clarify the three different votes being considered, and Mr. Little said it would be an up down vote on each school and it is prudent to discuss the merits of closing/merging each school as there may be a difference of opinion on each, and he believes it will better serve the community by doing it this way. Mr. Rachal asked if one would be closure of Timmons, two would be the closing of Arthur Circle and three would be renaming of Broadmoor. Ms. Trammel clarified that the closures are Timmons, Arthur Circle and Mooretown. Mr. Rachal asked if the renaming of Broadmoor is the 4<sup>th</sup>.

Mr. Abrams clarified that is not how the motions should read because the Superintendent's recommendation is broader than just the closing of schools but it includes where the students would go if the schools are closed, so the motion would need to clarify and include, if the motion passes to hear them separately, where students will be moved and the Superintendent would have to clarify that.

Mr. Rachal asked the Superintendent about clustering the recommendations, and Dr. Goree said it determines the outcome of the vote and staff would then look at Arthur Circle first because it involves the most movement of students and he would ask that this is considered in totality (Arthur Circle and Broadmoor STEM Academy). Mr. Rachal asked Dr. Goree if he has any problem with it being split. President Trammel clarified it is now up to the Board. Mr. Rachal said he believes this gives every Board member the opportunity to vote on each individually and to discuss them individually and hopefully avoid an incredibly long debate/discussion if they are all in one motion. He asked the Board to recognize this and noted this is how closures have been done in the past.

Mr. Albritton said he believes the motion is to divide the question and the maker of the motion should define how it should be separated and he

believes Mr. Little's substitute is to separate the issues involved. If the chair accepts the motion as made, he believes we can move forward. He understands what is trying to be done and believes we should move forward.

*Mr. Riall moved, seconded by Mrs. Bell, to call for the question on the substitute and the original motion.*

Mr. Rachal asked for clarification and only one motion can be addressed at a time and the motion was to stop debate on all motions on the floor but there is only one motion on the floor. Mr. Abrams said the first motion was on the table and the substitute motion was made to split the motion, and a motion can be made to stop debate on the substitute and the original. Mr. Rachal asked if there are two motions on the floor being discussed, and Mr. Abrams clarified the only motion on the floor now is to end debate. Mr. Rachal said the motion was to call for the question to end debate on the motion on the floor and not on the floor, and he asked how it can be done. Mr. Abrams explained it is done all the time. Mr. Rachal said he is calling for a clarification under Roberts Rules. Mr. Abrams said under Roberts Rules is you have a motion made with a 1<sup>st</sup> and 2<sup>nd</sup>, a substitute was made with a first and a second followed by debate and a motion was made to end all debate. Mr. Rachal said he is noting there is one motion on the floor and he believes that is the only motion that a call for the question to end debate can be voted on, and he stated his disagreement with Robert's Rules. Mr. Riall stated his disagreement because the Board has called for the question to end debate on all motions in the past. Mr. Abrams announced that the meeting is currently out of order and there is a need to call for the vote.

Mr. Abrams announced the motion failed. *President Trammel announced the vote on the motion to end debate failed.* Board members supporting the motion included Board members Riall, J Green, Vinson, Trammel, Bowen, Albritton and Bell, and Board members opposed were Little, Douzart, R Green, Rachal and Nations.

*Vote on the substitute motion failed with Board members Little, Rachal, Nations and Albritton supporting the substitute motion and Board members Riall, J Green, Vinson, Douzart, Trammel, R Green, Bowen and Bell opposed.*

Dr. Douzart asked for clarification and what motion was the Board being asked to vote on, and Dr. Douzart confirmed she is a no, and Mr. Nations also stated he was unclear on what he was voting on. He asked for clarification and Ms. Trammel said the vote on the substitute motion failed.

Mr. Little requested that, because two Board members have indicated they were unclear on what motion the Board was voting on, the Board revote on this motion. President Trammel clarified that the Board voted on the substitute to either separate the main motion into separate votes or not. Dr. Vinson clarified that his vote was no. Mr. Abrams stated that on the motion to separate, one Board member said they did not understand and two others said they intended to vote no, so there is no rationale for a revote since it failed unless no votes were intending to change their vote to a yes vote. Noting how the vote is reflected on the screen with the "not present at vote", he said if the Board wants to vote again for clarity, it is something the President of the Board could call for.

Mr. Green stated that he believes there is a challenge against the ruling of the chair and the need for a decision to be made to sustain the chair or not. Mr. Green said if the President looks at the vote and declares the no vote is the sustaining vote; and if the President's action is being challenged, then the Board would have to vote to sustain the chair. Mr. Abrams said Mr. Green is correct, and he did not hear the President call that the motion

failed, and President Trammel said she announced it passed with the no vote ruling, and Attorney Abrams clarified that the President did rule.

Mr. Albritton reread the motion and President Trammel clarified that the Board is now debating the original motion, and Attorney Abrams clarified that to be correct

Mr. Albritton stated he realizes there are emotional responses in taking this action; however, we are losing a school's enrollment each year and the Board must step up and address this now and start the consolidation process or we will be faced with this same thing every year. He said to prove the point to the existing Board maybe the Long Range Planning Committee can take up a charge to fund a population study, noting that one was done approximately 10 years ago and what it reflected is what has happened, and we will face it again. He said we have too many schools at 50% capacity and he feels it is important to use the facilities the public has given us since the public said no to additional taxes for facilities to eliminate overcrowded situations. He also believes there may be other uses for Arthur Circle i.e. early childhood education. He noted how Caddo's k-8 configurations have been successful. He believes what staff has presented addresses the District's need in moving forward. Mrs. Bell echoed Mr. Albritton's comments and reminded everyone that she and Board member Riall share Timmons. She also noted that constituents in her district have indicated their support of closing Timmons and placing their children closer to their home.

*Mr. Riall moved, seconded by Dr. Vinson, to call for the question. Mr. Rachal asked for clarification and if the first vote is a yes to end debate and no more discussion. President Trammel confirmed that to be correct, followed by a second vote for Board members opposed to ending debate and continue the discussion. Vote on the motion carried with Board members Riall, Vinson, Douzart, Trammel, R Green, Bowen, Albritton and Bell supporting the motion and Board members J Green, Little, Rachal and Nations opposed.*

*Vote on the main motion carried with Board members Riall, J Green, Vinson, Douzart, Trammel, R Green, Bowen, Albritton and Bell supporting the motion and Board members Little, Rachal and Nations opposed.*

## **CONSIDERATION OF REVISIONS TO SCHOOL ATTENDANCE ZONES FOR UNIVERSITY ELEMENTARY AND RIVERSIDE ELEMENTARY SCHOOLS**

*Mrs. Bell moved, seconded by Mr. Rachal, to approve the proposed revisions to school attendance zones for University Elementary and Riverside Elementary schools as recommended by staff and submitted in the electronic mailout. Mr. Rachal shared that while he hates this for those students who would have attended University, he supports this recommendation as he believes it to be a logical solution. He asked if those currently in 2<sup>nd</sup> grade, for example, at University, will have a grace period and parents have the choice to stay at University. Dr. Goree responded that generally we offer this option to those in 4<sup>th</sup> grade going into 5<sup>th</sup> grade and those in lower grades can go through the transfer process. He added we will not offer transportation (for those who attend University through the transfer process). Mr. Rachal asked if this is what has been done in the past, and Dr. Goree confirmed. Mr. Albritton asked if there is a 5<sup>th</sup> grade student can siblings be allowed to stay? Dr. Goree stated that the younger siblings would have to go through the transfer process and consideration is given for certain situations; however, numbers will be considered because of the possibility of being back in the overcrowded situation again.*

*Vote on the motion carried unanimously.*

Mr. Rachal stated that he has been in discussion via text on a previous agenda item and that it takes an 8-4 vote to end debate and the vote was only a 7-5 vote but the debate was ended and the item voted on. He asked for clarification because the Board may have ended debate improperly. Mr. Abrams said the debate was not ended on the first call for the question vote, and Mr. Rachal said the motion was to end debate on both motions and Mr. Abrams said that motion failed. Mr. Rachal said the Board President ended the debate and we voted on the substitute motion. President Trammel stated it passed, and Attorney Abrams clarified that it failed and at that point debate continued, and Mr. Rachal stated that is incorrect and the Board immediately went to the vote on Mr. Little's substitute motion and there was no other debate.

Discussion continued on the process and Attorney Abrams explained that if at the time of the vote the result was not challenged before moving forward, it is now waived because the Board has voted on other motions since that motion. Board members expressed their concerns over the inability to communicate with the President via Zoom, the need to make sure things are done as they should be, the need for the process to be more streamlined, and clarification on motions that require a 2/3 vote to pass.

Mr. Rachal stated that he wanted to register his complaint with the President on not having an opportunity for discussion. He has done so, and he will respect the call of the chair.

**Adjournment.** *Mr. Riall moved, seconded by Mrs. Bell, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 3:20 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**June 16, 2020  
Caddo Parish School Board Meeting**

**Members present:** Steve Riall, Jasmine Green (arrived at approximately 3:08 p.m.), Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton (arrived at approximately 4:00 p.m.), and Dottie Bell. Also present were T. Lamar Goree, Ph.D., secretary, and Reginald Abrams, legal counsel.

President Trammel called the June 16, 2020 CPSB meeting to order at approximately 3:00 p.m. and a quorum was present. Ms. Trammel led in the invocation and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE MAY 19, 2020, MAY 26, 2020, JUNE 2, 2020 AND JUNE 9, 2020 CPSB MEETINGS**

*Mr. Rachal moved, seconded by Mrs. Bowen, to approve the minutes of the May 19, 2020, May 26, 2020, June 2, 2020 and June 9, 2020 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**PRESENTATIONS AND RECOGNITIONS**

3.01 Presentations: Opening of Schools for the 2020-21 School Year. Superintendent Goree announced staff is bringing the first attempt at Caddo's plan (Caddo Strong) for reopening school, a plan that will provide a safe educational environment for students and staff in the fall. In this pandemic, Louisiana has followed a "phase" process and on March 13<sup>th</sup> schools closed and we entered the "stay at home" agreement. Based on the number of new cases, the number of hospitalizations and the number of positive tests, we entered Phase 1 on May 15<sup>th</sup> with set limitations on the size of groups. Because we are continuing to see consistencies in declines, Phase 2 began on June 5<sup>th</sup> and is the phase we are in today. Dr. Goree said the Governor chose a 14-day period in between Phases 1 and 2; and in moving to Phase 3, the Governor is implementing a 21-day grace period with the earliest we can enter this phase being June 26<sup>th</sup>. He noted the importance in each phase of the restrictions becoming less restrictive and allowing for larger groups in each phase, i.e. Phase 1-10% occupancy, Phase 2-50% occupancy, and Phase 3-75% occupancy. Dr. Goree said in looking at the best model for opening school, staff looked at information as it was received from the Louisiana Department of Education, the Louisiana Department of Health, and the CDC and worked to determine the simplest way to present solutions that will work for all students. In this respect, Dr. Goree announced staff will present information on the following three different school models - (1) Hybrid Model - 50% occupancy and students receive ½ their instruction in school and ½ virtually; (2) Traditional Model - Full capacity opening with some restrictions; and (3) Virtual Model - 100% virtual for any student/family interested because until a vaccine is found, many families will not be comfortable returning their children to school. He further stated that when looking at outbreaks, i.e. flu, we must be prepared to move to a full virtual model if needed at any point. He also noted that we are intentionally not building the plan around the different phases because some decisions will have to be made as to which phase works best for the students and gives the ability to continue to monitor items such as social distancing.

Guiding principles will include every attempt at protecting the safety of the students, staff and families, with the plan presented subject to change since staff must continue to review all guidance from the LDE, the LDH as well as the CDC. Next week the community will receive an official document from the task force commissioned by the Governor for a safe start to the new school year; and staff has been privileged to this information and has worked many of the things into the plans being presented today. The District must provide students with opportunities to minimize the impact of lost instructional time, including remediation, and regardless of restrictions to reopening, continue to provide students what they need to continue to be educated no matter which model is implemented. Also, the smaller groups in the younger grades (first through third) must be priority when developing school schedules, and modifying our curriculum, to create time in the day for teachers to not only make up what was lost, but cover the material for the coming school year. He said schools must be prepared to transition to a 100% virtual instruction model if needed; and it is possible that elementary and middle schools will open in one model and high schools in a different model.

Mr. Burton highlighted each aspect of the proposed plans (Academics and Operations) for opening of school as follows:

Traditional - Mr. Burton stated students will report on August 10<sup>th</sup> and follow the Board-approved calendar for the 2020-21 school year, and the District must provide options



allowing for face-to-face as well as 100% virtual instruction for students. He explained that elementary students will remain in static groups (stay in that classroom and not move, but teachers will move). Middle and high school students will change classes with social restrictions. The schools will provide opportunities for students to receive needed remediation and capture any lost learning; and students identified as medically fragile/high risk shall be provided a virtual education. Offering a virtual education also means insuring students have the devices needed to be successful; and as was done in March, Caddo will provide a device to students in need. Primary students will receive an iPad, upper elementary and middle school students will receive Chromebooks, and some older high school students will be provided laptops. Additionally, the plan will also provide internet connectivity for families through community resources and partners for this support. Also important will be to provide training and virtual support, maximizing what is available for them.

Operation Concerns – Sanitation will be of utmost importance, i.e. cleaning of high touch surfaces such as desks, doorknobs after each group use. Social distancing guidelines will be followed as well as frequent breaks for hand washing for staff and students. The adults and middle/high school students should wear masks to the maximum extent possible, especially upon entering/exiting the building, transitioning within the building, understanding that those with breathing difficulties should not wear masks. Relative to nutrition, Mr. Burton announced that breakfast and lunch will be provided via the District's grab-n-go system and students will grab their breakfast/lunch and return to a classroom to eat. He also announced there will be a restriction on the sharing of supplies and equipment between students and training for cleaning between uses. There will also be restrictions for large assemblies of students, i.e. pep rallies, in order to meet social distancing guidelines. Student travel will also be restricted to provide needed safety.

Hybrid Model – 50% of the students will be in the building and 50% of the students will be learning from home, switching back and forth. The Academic Plan for this model allows students returning to school on time (August 10<sup>th</sup>) and following an A-B schedule (Monday would be 100% virtual day for all students; A days – students will be grouped on Tuesdays and Thursdays; and B days will be Wednesdays and Fridays). Mr. Burton further explained that students will be grouped in middle and high school by their last name; and because elementary students cannot be grouped simply by alphabet, the school principal will have the opportunity to look at student data, determine where they were when we left school in the spring, and group students appropriately. In a District the size of Caddo, he added there has to be room for flexibility to make adjustments, and these will be made by Dr. Goree or his designee to make sure we are using a common sense approach in this model, i.e. siblings remaining together. Once students arrive at school, there will be staggered transition times so all students are not in the hallway at one time. Staggered transition times will also be used for bathroom breaks and lunch breaks for constant monitoring of students at all times. The Core subjects will be prioritized in all schools and an elective/enrichment schedule shall be determined by the principal with director approval. He also clarified that once a student selects their choice of 100% virtual or an A-B rotation, the student will be asked to remain in that option for a minimum of nine weeks. This has been shared with the school principals/leaders and this was important to every one of them, i.e. once they start in an area not to change them. The District will also follow all LHSAA guidelines for all athletic practices and events.

Relative to Operations in an A/B model, Mr. Burton explained some students will be at home and some at school and it will be important that students at home are provided nutritious meals. Staff will also make certain that schools establish one or two entry and exit points that will control the flow of students and keep large number of students from gathering together. Staff will also designate areas in the hallway. Lastly, Mr. Burton said we will also insure that schools plan staggered class changes to decrease the number of students in the hall. During this time of a limited capacity of 50%, there will not be any large assemblies of students, i.e. no pep rallies, student travel will be restricted and parents/visitors will not be able to enter the school building except under extenuating circumstances.

Virtual Model – This model will be implemented using a new learning management system (LMS) which will allow students to talk with one another, papers can be uploaded, watch videos, etc. Also, instruction will be provided using a dual model, i.e. live via TV or download and watch when you want. The teachers will also provide coaching and feedback on the quality of resources and instructional delivery by their school leadership teams, and student work will be assessed and graded with guidance provided by the District and following Board policy. He noted that student work cannot be assessed by how we did with our first closure, and the District adopted a policy of "do no harm". Mr. Burton stated there will also be groups of students who will need support, i.e. PT, OT, and mental health services; and District staff will also provide all teachers with resources on how to build a virtual lesson and how to meet their students' needs.

Regarding operation needs for the Virtual Model, Mr. Burton said the District will remain open and essential staff will be provided to meet the needs of employees, including providing meals for families. Anytime staff is in the building, masks shall be worn to make sure they are protecting themselves as well as others, and provision made for frequent opportunities for washing hands and wearing protective devices. Security will also be assigned as needed and there will be no public access to the schools and District offices if we are in the virtual model.

Superintendent Goree addressed transportation needs and stated that if in the hybrid or traditional models, bus transportation will be provided to all eligible students. There will be a staggered unloading of students at the schools to minimize school groups as they arrive and enter the school. Also, staff shall clean all high-touched surfaces on the buses, i.e. seats, rails, after each bus ride is completed. All passengers should also engage in hand hygiene upon entering the bus and all persons on the bus shall wear masks or face coverings at all times while on the bus. Staff will also continue to stress masks, hand washing, social distancing in our efforts to stop the spread of the virus. At bus stops, students will be encouraged to maintain social distancing to avoid congregating in groups while waiting on the bus. He further reported that Mr. Roberts and the transportation team are running simulations and how we can address the challenges in this area. State guidelines will allow for families (siblings) to sit together on the bus; however, there will be some work involved to coordinate this. Dr. Goree expressed appreciation to the staff for the hard work and effort in preparing this in a way that is easily understood, advances educational opportunities for Caddo's students, and protects our staff and students.

Barry Rachal asked if we are planning to take temperatures of children and staff as they come on the campus, and Dr. Goree reported on a teleconference with the LDOE and LDH and there will be a method for taking temperatures, but at this time, when and how remains in question, i.e. upon entering the school and not entering the bus. He also said there is continued conversation to only address students that are displaying illness symptoms via wellness checks in the classrooms. Mr. Rachal shared that he would recommend this as he believes the time and expenditure would be worth it despite what the State may say. Regarding the hybrid model, he said he has visited with Texas districts, and they do a 3-2 one week and a 2-3 the following week, and asked if this model was considered. Dr. Goree said that is the original model presented, and that staff engaged principals in this consideration at all levels. Mr. Burton explained that staff chose this model based on input from elementary, middle and high school principals being able to provide a consistent model, i.e. burden for families of elementary and middle school students keeping track, obtaining day care. Dr. Goree also stated that the last virtual model required a lot of support training for teachers as well, including the grading times, and staff heard from them loud and clear on this as well. Mr. Rachal asked if he understands correctly that every child will have the opportunity to do all virtual learning, no matter what model is selected. Dr. Goree said that is correct because until a vaccine is developed, there are families that do not feel comfortable sending their children back to school. However, staff would discourage just homeschooling, but allow the District to support their children's growth through our Tier 1 curriculum and support, which will be offered to all families. Mr. Rachal suggested being pro-active with the technology needs as well as staffing needs at the school versus virtually, and poll the parents to determine what they are planning to do. Superintendent Goree explained staff is planning to do a survey on the equity of technology needs as well as families' plans as we enter the fall. Mr. Burton said that staff not only wants to conduct a survey, but look closely at the data of those who participate in the survey. Staff looked at how many students who are in K-12<sup>th</sup>; and if we provide a 1:1 device for each student how many would we need to purchase. Through the budget and CARES Act funding and grants, staff has requested the purchase of thousands of devices to be prepared to provide and meet the need; and, while this does not mean we will not poll parents, there is a need to determine numbers based on the data. Staff has looked at our inventory, the number of students in high poverty schools and we now have an adequate inventory to provide a 1:1 ratio on devices.

Mr. Rachal said he believes our local news stations would allow someone from our staff to do some news spots to get out this information. Dr. Goree explained our community partners have been in touch with staff about opportunities for them to be involved and we will do a news release today.

Mrs. Bell asked if staff (teachers), in the transition, will have the same students, and will they have time to clean everything, i.e. desks, etc. Dr. Goree explained that in middle schools and high schools, we will work with the principals on the schedules to provide time for the cleaning, as well as use the students to help clean the areas in which they sit. Mrs. Bell asked staff to remember there may be 5-6 custodians working at a time, but it will take time to do this. As a teacher, she asked about taking temperatures and what about someone who has no symptoms possibly being a carrier, and what will happen in the classroom when someone may be affected, including a teacher. Dr. Goree said as this is

being presented today, staff is sharing information on the various models; and just as we have procedures in place when there is a flu outbreak, there will be procedures for an outbreak of Covid on a campus. Dr. Goree restated the plan for staggered schedules, and the options and opportunities to determine the need to shift into another model. Regarding transportation, we know one child per seat will not happen; but parents will be asked to make sure their child has on a mask; and when the child exits the bus, extra staff will be available to make sure these things are done, i.e. entering/exiting building, transitioning in hallways, restroom breaks, etc. Dr. Goree responded that in going through this budget, extra staff is not in the budget; and while our normal is no longer our normal, he is very encouraged by Caddo's creative principals in addressing how this will look on our campuses moving forward during the coming year. Mrs. Bell asked if we open August 10<sup>th</sup> will the employees be trained prior to opening; and Dr. Goree explained we will begin using a new learning management system after formerly using Google training; because we have learned from this that we can do a great amount of training virtually. Mr. Burton added a PD plan offering over 500 trainings has launched and is available for any Caddo principal, teacher, or staff member. Also, meetings have been held and this information shared with principals to use with their faculties, and principals are encouraged to reach out and make sure they are aware of the availability. At this time, staff is looking at the registrations to insure we have great participation districtwide. Mrs. Bell shared she is very pleased with what staff has presented and the work that has and is being done to prepare for the start of school and to keep our students and employees safe.

Mr. Nations asked if there is a projected date for the fall school year to start, as well as summer school. Dr. Goree stated that the school year will begin August 10<sup>th</sup> and summer school is in operation, with the only summer school being high school credit recovery, and it is going well. Mr. Burton stated that we are ending the first session of high school fee and will begin a new session soon. Mr. Nations asked about someone being locked out of E2020, and Mr. Burton said they can call his office.

Dr. Douzart thanked staff for the magnificent job and asked about the students who will remain in the classroom and teachers change classes, and Dr. Goree clarified that is for elementary only. Dr. Douzart stated she hopes with the teachers transitioning from class to class that students will not be left without a teacher supervising them, and Dr. Goree stated his agreement and that this is something staff has discussed. Staff will continue to fine tune to make transitioning as easy as possible. Regarding the need for substitute teachers, Dr. Douzart stressed the importance they play in the daily operations. She stated there is a need for hand sanitizer stations to be available in different areas of the school, especially in the gymnasium where students can quickly get to it. She also asked about the ability to sanitize equipment being used by students, i.e. P.E. equipment, as well as addressing any injuries in the classroom. Dr. Goree explained that all new provisions around student injuries will be made available to all families as well as to the office personnel on how to handle these situations.

Mr. Little stated that knowing there are a lot of factors, he thanked staff for the hard work in developing this plan. He asked about possible difficulty of teenage students in Phase IV and V wearing masks, and if there are provisions for students with health issues that preclude them from wearing masks. He would like to encourage the wearing of masks but also address those who cannot. Dr. Goree said Mr. Burton has met with principals on this and we want to make sure we are doing everything to protect our staff and students. At this time, there are 395 employees that will return to work in the fall who are over the age of 65; and he believes the conversation should be that wearing the mask is an opportunity to help protect others around us. He said research indicates wearing a mask is helpful especially during times of transitioning, as well as while on the bus. He added the state has chosen to not implement masks in elementary classes which is good, but for students in upper grades allows for the opportunity to protect the District's older employees. Mr. Burton stated staff is taking a common sense approach in working with principals on this and parents approaching staff with "what is reasonable" and then explaining to the students. Some teachers will want to know what protection is in place from asymptomatic students. Mr. Little asked about numerous hand sanitizing stations at entering/exiting the buildings/classrooms, buses, etc. and the need to continue to emphasize frequent hand washing, and Dr. Goree stated staff will continue to emphasize frequent handwashing and not just use of hand sanitizer. In the area of transportation, he believes students will be greeted with a pump hand sanitizer.

Mr. Riall asked about graduations and if there will be a separate summer graduation or will it be combined, and Dr. Goree said a decision has not been made, but staff could look at this. Mr. Burton said the only concern would be if a senior had to retake an EOC from a previous year and if the scores are returned in time.

Ms. Green asked about graduations and if the number of guests per student will be limited, and Dr. Goree said there will be a restricted number of seats available per family. While

staff is looking to increase as much as possible, we will remain in the restraints with numbers in group gatherings whether inside or outside. Dr. Goree said relative to the limited number per student, staff is working on this and hopefully will know in a few days. We have been as restrictive to four so we know it will be four or more; and he reminded the Board that we remain at the mercy of the virus and the "stay at home" restrictions. Ms. Green asked if graduations will be live streamed, and Dr. Goree confirmed they will.

Mr. Little said for sporting events he understands we will refer to LHSAA recommendations, but asked about plays, assemblies, pep rallies, etc., where families may attend in an auditorium. Dr. Goree stated we will receive some guidelines on Monday from the task force and will be more specific at that time. In the traditional setting, there are limited numbers, families sitting together, families wearing masks, etc. Also these details will be provided to the schools, the board and community as we receive more direction from the task force. Mr. Little stated that many schools have events such as plays and musicals, which is a highlight for students and families requiring advanced planning, so the sooner we know the better.

Mr. Green said he is elated at hearing what staff has brought and thanked them for their hard work.

Mrs. Bell asked about a letter from the Public Service Commission on districts opening the schools; and if the three models presented are finalized but staff will not move forward until an o.k. is received from the Governor and the CDC. Dr. Goree said all the information presented is recommendations, and we will follow recommendations of the health officials to implement a plan that is best for our students and staff, and the plan is to enter one of the models on August 10<sup>th</sup>.

Ms. Trammel asked with the many "what ifs", will staff (teachers) work more days during the summer to prepare for the return. Dr. Goree said additional days are not built in at this time; however, there could be an extension of the school day which could add additional pay time that could possibly be paid from 10% of the dollars we receive as well as competitive grant dollars.

Ms. Trammel asked how a break out in one of our schools would be addressed. Dr. Goree said we would look at how we address a flu outbreak and look at a specific number to determine if school needs to be closed, with the difference being not closing for 2-3 days but closing for as many as 14 days which is when a school could go from a traditional model to a virtual model for 2 weeks, and guidelines will be in place if we must do this. In learning more about the virus, we know you must be in direct contact with someone for a minimum of 10 minutes to be "exposed". As a precautionary measure, Ms. Trammel asked if families travel into a "hot" area, will they be asked to quarantine for 14 days or not. Dr. Goree said that is where we must rely on their medical doctor and their recommendations. He said the District does not have the authority to direct students to quarantine, but medical professionals do. Ms. Trammel also asked about screening in the schools, and Dr. Goree said we have no plans for mass screenings; and in talking to medical experts, screening is only as good as the 5 minutes before or 5 minutes after, so we would focus more on symptoms as identified to determine needs.

President Trammel expressed appreciation to the superintendent and staff for the presentation and information.

3.02 Public Hearing on 2020-2021 Comprehensive Annual Budget. The following visitors addressed the Board on the 2020-2021 comprehensive annual budget: (1) Jackie Lansdale, president, Red River United, rethink replacing security coordinators with police officers; as well as reduction in number of school psychologists; (2) Emma Shepard, Retired Teachers Association, do not use OPEB reserves; (3) Deloris Lynch, retired teacher, do not use OPEB reserves to balance budget, look at other areas for school closures, need to address mental health of students; and (4) Jon Glover, concern regarding increase in some positions, decrease in some positions, \$9.8 million deficit and how these figures came to be, decision to close 3 schools without prior notification to parents, management of MFP and other funds, meeting the needs of students in the 20-21 school year including adequate personnel to clean buildings during this time.

3.03 Visitors. Mary Wood read into the record comments from the following: (1) Shekita Jasmine, safety in opening school in this pandemic, high risk students losing magnet spots; and (2) Virginia Ward, safety while providing best education for children, ineffective learning via online/virtual, issues for working parents with alternate schedules, need for structure, consistency in students learning experience, most effective choice of returning to the classroom.

The following attendees addressed the Board: (1) Jackie Lansdale, president, Red River United, including employee organizations at the table to discuss return to school plans, protocols/procedures for handling online teaching, staggered schedules, students removing masks when in the classroom; Bossier reimbursing insurance premiums to employees, and Caddo's Insurance and Finance Committee looking at possibility for Caddo. (2) Jon Glover, safety of children, education of children, data used to develop a viable plan where no student is not afforded access to the tools needed to continue their education, plan on paper that can be shared with public that dictates what will be met by the students and the parents for the 2020-21 school year, don't wait on devising a plan. (3) Deloris Lynch, responding to Board requests to public input, and she read into the record a letter sent to Board members regarding opposition to closing schools. (4) Pastor Charles Johnson, the second pandemic of racism in our world, recent event bringing those of all races together, movement called Unity 365, and CPSB support in conversations to help build relationships among all races.

### **Establish the agenda and the proposed consent agenda**

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued.

Capital Projects. Dr. Goree announced a bid was opened at 2:00 today and has been emailed to the Board members. Mr. Rachal asked for clarification as he did not receive the information on this bid.

Comprehensive Annual Budget. Mr. Little said we cannot always accurately predict our revenues and we have had several years of declining revenue and no one anticipated the reduced sales tax and the impact of the pandemic. However, in planning the budget, we look at revenue and expenditures; and while we have no control of revenue, we do have control over expenses. He noted the need to tighten the budget overall and at Central Office to further address the deficit; because if we do not, we will reach a point of bankruptcy. He said there is a need for austerity; and while this year we do not have a lot of options, it is necessary to become as austere as possible in subsequent years to insure the long-term survival of the school system. Mr. Little reminded everyone that the sicker a patient is, the more severe the medicine needs to be, and he encouraged all to continue to dig as deeply as possible for cuts to insure the District's long-term survivability and the ability to weather storms such as the pandemic.

Dr. Vinson asked about the difference in the \$27 million capital outlay on page 1 of capital outlay projects the \$22 million amount reflected under capital projects expenditures on page 66. Mr. Howard explained that on page 1 the \$27 million amount includes regular capital projects funds as well as the bond funds for HVACs; and the funds on page 66 are a separate capital projects fund breakout. He also referenced the budget numbers on pages 61, 62 and 66 where the bond money included on page one is broken out. On page 63, Dr. Vinson asked for clarification on the design fees and capital projects salaries, and staff explained the salaries are the employees in the Capital Projects/Construction Department. Dr. Vinson asked if it is not designated to a specific school, and Mr. Howard said no, it is districtwide, and Dr. Vinson suggested that districtwide be added to the other categories where this applies. Dr. Vinson also asked about the Board's action to close Arthur Circle and what will be done with the \$250,000 in the budget for painting, etc. as well as \$25,000 for playground equipment for Timmons? Mr. White explained that this was in the original projects submitted for the budget; and while these items are at the Board's discretion to reallocate; there are some modifications that must be made at Broadmoor, i.e. elementary requirement for individual restrooms for preK and K grades as well as playground equipment for preK-2 grades, and the thought is that these funds will follow the students from Arthur Circle and Timmons to Broadmoor and Donnie Bickham. Dr. Vinson asked that staff provide him with an updated copy of the budget to reflect these adjustments. Dr. Goree said this is something that would come back to the Board as the capital projects were previously approved by the Board; and if these projects are not done over the summer, adjustments will come back to the Board for approval. He also asked for a list of the codes noted in the budget, i.e. Special Programs so he has a better understanding of what is included in the line items. Dr. Goree added that staff will make sure Dr. Vinson is up to speed as a new Board member.

Mr. Rachal asked for clarification that we are balancing the budget by using the OPEB trust fund and not the General Reserve funds, and Mr. Howard said that is correct and staff hopes it will again out-perform the budget and not need to use them. Mr. Rachal asked if this is the second year this has been done, and Mr. Howard said that is correct and we are using \$9.9 million for the 2020-21 budget; and while in 2019-20, we budgeted \$8.9 million, he feels like we will only use \$4 million. Mr. Rachal echoed Mr. Little's comments and stated the picture does not appear to be changing directions relative to student population, but it appears to be escalating a little each year. He further said if we do not do something

drastic, he fears there will be a need to use our medical reserves to help offset the general fund budget. He expressed his appreciation for the time to be able to thoroughly discuss this.

Mr. Nations echoed Mr. Rachal's comments and he did receive communication from retirees relative to benefits being affected by the budget, and he asked staff to provide a simple statement regarding this to hopefully ease their fears. Dr. Goree stated Caddo is one of two districts in Louisiana that uses these funds as a savings account. When the funds were originally designated, they were to offset the extremely high cost of insuring retirees, and he complimented the Board on its forethought to save for such a time as this. He also stated staff's agreement to cut by 1% each year, but there is a level of seriousness in moving into future budgets to address the dire situations discussed today. Mr. Howard explained that this reserve has been funded in the past through retiree drug subsidy rebates, and confirmed there are only two districts who have set this money aside. Relative to benefits, there is no change for regular employees or retirees. Mr. Nations asked if he understands the retirees do not need to worry, and Mr. Howard said that is correct.

Mr. Rachal asked the superintendent about his comments that these funds would normally be in the General Fund budget; and having been on the Board when this was put into place, Caddo employees are concerned that their premiums, which have been managed well, will be used to help fund the General Fund budget; and he wants to assure that this will not happen. Dr. Goree agreed and thanked the past Boards who established it this way and we were able to go into the pandemic without any cash flow problems. Also, he thanked Randy Watson as he prepares for retirement for the wonderful job of managing Caddo's health systems over the years by providing the leadership and stability where we can give our retirees and employees the security that their benefits will be protected.

Mrs. Bell echoed Mr. Rachal's comments and she too was on the Board when this was put into place and wants to insure that the Board will continue to look out for the retirees. She also expressed her appreciation to Mr. Watson for the outstanding job he has done in managing and protecting our benefits.

Ms. Trammel also added that as a retiree, she too appreciates the Board protecting the retirees, and noted we have not used all the savings set aside.

Consideration of property/casualty insurance renewal. Mr. Rachal asked about the casualty with Berkley, the retention of \$750,000, the policy limit of \$2 million per occurrence, and an annual premium of \$235,000, which seems incredibly high; and if have there been any claims and if there are other possible options. Jeff Chitwood stated there have not been any claims as long as he has been the risk manager; and you can lower your deductible, but the cost will go up. Mr. Rachal stated he believes this is going backwards because this is a tremendous premium for the coverage; and, since we have never used it, should we look at a much higher deductible and reduce the premium. Mr. Chitwood said we have not requested quotes because we are actually the only school system in the State that has \$1 million deductible at this time. Mr. Abrams stated that several years ago he did an analysis and compared our insurance premiums to other districts, and Caddo's premiums are extremely low compared to other districts. The reason for the \$1 million deductible is we maintain our claims below that; and while the legal expenses were higher, when looking at what other districts were being charged, they were in the millions, much higher than Caddo's. He added one of the reasons we have a high deductible is the attorney fees are paid by us, and not through an insurance policy. Mr. Rachal asked if, from the legal standpoint, there is a reason something would be added for legal expenses. Mr. Abrams clarified that if we change the deductible, the insurance rate will increase because the attorney fees will automatically adjust and go over to the excess carrier and the excess carrier then provides a premium to pay attorneys to cover the defense. Caddo's insurance is substantially lower than any other district our size in the State of Louisiana, and \$235,000 is not a high premium. Mr. Rachal asked how many years since we have had a claim. Staff responded that we haven't in recent years. Mr. Abrams asked if he is referencing a claim above the limit; and if so we have not and we will not. He added the State of Louisiana has a limited liability of \$500,000 for general damages and above this, there could be damages not subject to a cap (future medical expenses). Mr. Abrams stated we would negotiate and did have a \$500,000 claim when a school bus ran over a child. Mr. Abrams explained that a few years ago, he and Mrs. Locke and Mrs. Poljak reviewed and compared all the insurance costs throughout the state and Caddo's cost was only approximately 20% of what other parishes paid. Mr. Rachal asked that next year staff look at options, i.e. raising the deductible, to see what this does to the cost.

CARES Act Budget. Mr. Rachal asked if the \$18,438,823 is the exact amount we received. Mr. Howard said that is the amount allocated to Caddo, but we have not received that amount because some will be received this year and some next year. Mr. Rachal also asked if he understands we only receive it as we provide supporting documentation that the funds

have been used according to the guidelines. Mr. Howard confirmed that Caddo must provide documentation as to what the funds would be used toward. Mr. Rachal also asked if the \$18 million is included in the current budget, and Mr. Howard explained that \$4 million will be in the 2019-20 year.

President Trammel announced the following as the consent agenda items: 6.01-6.04, 7.01, 8.01, 8.03-8.07 and 13.01.

*Mrs. Bell moved, seconded by Mr. Rachal, to establish the agenda and proposed consent agenda for the June 16, 2020 CPSB meeting as presented. Vote on the motion carried.*

### **Confirm the Consent Agenda**

*Mr. Green moved, seconded by Mr. Rachal, to confirm the consent agenda. Vote on the motion carried and the following is a summary of the Board's action on consent agenda items.*

6.01 Personnel Recommendations. The Board approved personnel recommendations as recommended by the superintendent and submitted in the electronic mailout.

6.02 Personnel Transaction Reports (Resignations). The Board approved the personnel transaction reports (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Administrative Contract Renewals. The Board approved the administrative contract renewals (June 2020) as recommended by staff and submitted in the electronic mailout.

6.04 Requests for Leaves (Certified Personnel) The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

7.01 Capital Projects/Construction. The Board approved the following bids for capital projects as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets and/or emailed to the Board: (1) La. Roofing Contractors, LLC, Shreveport, La., with a Base Bid with Alternate 1, for the sum total of \$81,825.00 for Project 2021-258, "University Roofing, Phase II"; and (2) Johnny's Roofing & Metal Works, Inc., Shreveport, La., with a Base Bid, for the sum total of \$329,680.00 for Project 2021-257, "Caddo Middle Magnet Roofing, Phase II". *The bid tabulations are filed in the official papers of the June 16, 2020 meeting.*

8.01 Property/Bus Rental Requests. The Board approved the request for use of CPSB property as recommended by staff and submitted in the electronic mailout.

8.03 Consideration of Property/Casualty Insurance Renewals. The Board approved the renewal of property/casualty insurance as recommended by staff and submitted in the electronic mailout.

8.04 Consideration of Revisions to CPSB Policy DJD. The Board approved proposed revisions to CPSB Policy DJD as recommended by staff and submitted in the electronic mailout.

8.05 Consideration of Recommendation for Official Journal. The Board approved *The Times* as the CPSB's official journal as recommended by staff and submitted in the electronic mailout.

8.06 Consideration of CARES Act Budget. The Board approved the CARES Act budget as recommended by staff and submitted in the electronic mailout.

8.07 Consideration of the Sale of the Vivian Property at the Appraised Value. The Board approved the sale of the Vivian property at the appraised value as submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings. The Board approved readmission appeals for students BR, JS, KR and CR as recommended by staff and submitted in the electronic mailout and whose parents are in agreement.

### **CONSIDERATION OF 2020-2021 CONSOLIDATED ANNUAL BUDGET**

*Mrs. Bell moved, seconded by Mr. Albritton, to approve the 2020-2021 Consolidated Annual Budget as submitted in the electronic mailout. Mrs. Bell complimented Dr. Goree and the staff for the hard work during this difficult time. Mr. Albritton also expressed his appreciation for the itemized list of cuts made and for staff's hard work to maintain a quality*

education program for all students; and while it is not enough relative to the revenue, he believes the Board will be revisiting the budget once property values are known. Mr. Rachal asked the president to clarify that the first vote on the motion would be in support of the budget. President Trammel made this clarification, and *the vote on the motion carried with Board member Rachal opposed.*

### **ANNOUNCEMENTS AND REQUESTS**

Mr. Rachal commented on the great presentation and discussion on the plan to reopen schools. He also asked about the cost of preparing Broadmoor for receiving students from Arthur Circle, and what does it entail; and what will be the layout of the school to keep elementary and middle school students separated; what middle school will students in Arthur Circle attendance zone attend (Youree Drive or Broadmoor) for 6<sup>th</sup> grade. He also asked that discussions begin in moving forward with the future of the property on which Arthur Circle stands to be converted to a public park because he believes this would add value to the homes and the community as well as a quality of life benefit in the community.

Dr. Douzart thanked Mr. Abrams for the Robert's Rules information sent to Board members.

Mr. Nations reiterated that while he was a dissenting vote at last week's Board action on school closures, he stressed his concern about comments that there were no Board member responses to communication from the public. He said he did not receive any emails or phone calls, and he does make every attempt to respond to those he receives.

Dr. Vinson commended Dr. Goree and Mr. Howard, and asked that once finalized, the amended budget be forwarded to the Board.

Mrs. Bell stated that she did receive calls regarding providing public input on the future of Arthur Circle and asked the superintendent if that is the process we follow. The superintendent will provide a response.

Mrs. Bowen stated she did receive a lot of input in the last 24 hours, and she encouraged the Board to consider what may be the best future for the Arthur Circle facility/property. She also asked everyone to work together to make Broadmoor STEM Academy the success it can be in moving forward.

**Adjourn.** *Mr. Nations moved, seconded by Mr. Albritton, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at 6:00 p.m.*

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*T. Lamar Goree, Ph.D., Secretary*

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*Mary A. Trammel, President*



July 28, 2020  
CPSB Meeting

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson (arrived at meeting at approximately 2:18 p.m.), Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. T. Lamar Goree, secretary, and Reginald Abrams, legal counsel.

President Trammel called the meeting to order at approximately 2:00 p.m. and a quorum was present. Board member Raymond Green led in the invocation and Pledge of Allegiance.

### **Consideration of Minutes of the June 16, 2020 CPSB Meeting**

*Mr. Albritton moved, seconded by Dr. Douzart, to approve the minutes of the June 16, 2020 CPSB meeting as submitted in the electronic mailout. Vote on the motion carried unanimously.*

### **Presentations**

3.01 Presentations. There were no presentations.

3.02 Public Hearing on Changing the Mascot for North Caddo High School. Charnae McDonald, assistant director of communications, read into the record the emails from the following regarding changing the mascot for North Caddo High School. Emails were read in the order in which they were received. Rose Marie Thompson Oliphant (opposed), Michael Ray Twitchell (opposed), Montie Moore (opposed), Debra Spearman (compromise), Ron Clark (supports), Dr. Janice M. Johnson (supports), Michael R. LaFitte (supports), Karen A. White (supports) Pastor James Sims (supports), Joyce Williams (supports), Lataisha Brookins (supports), Billy Sanders (supports), Teresa Shoals (supports), Rhonda Green (supports), Levi Jones III (supports), Dorothy Jackson (supports), Johnnie Martin (supports), Ieola Hall (supports), Earnett Cain (supports), Janette Brown (supports), Comeaka James-King (supports), Latundra Hill (supports), Ethel Johnson (supports), Javonda Dupree (supports), Mary Ann McCauley/Ja'Niyha Presley (supports), Melissa Coatney (supports), Dale Larry (supports), Janie Smith (supports), Madison Paige Williams (supports), Connie Mason (opposed), Jacqueline Rawls Courtney (supports), Jessie Jones, Jr. (supports), Gladys Bush (supports), Ladelia Jordan (supports), Louis Nelson (supports), Cindy Lofton (opposed), Dorothy Jackson (supports), Tamiko Carroll (supports), Reginald Coatney, (supports), Hersie Alexander Godfrey (supports), Carly Parrish (opposed), Sharon Lockett Dunn (supports), Leon Jackson (supports), Devin McCauley (supports), Dexter Long (supports), and Trace Halphen (opposed).

The following visitors addressed the Board: Ashley Long (supports), Robert T. Green, Jr. (supports).

There being no additional speakers, the public hearing was closed.

3.03 Visitors. Comments received were read into the record by Charnae McDonald and were read in the order received. Nicole Brice, start of school and changes in start times, ie specifically elementary; Shelly Wiley, on-line only for first nine weeks; Monica Norwood, why virtual meetings but opening schools for in-person learning; Dawn Jordan, president of CAE, concerns in reopening schools; Cheyenne Rogers, lack of support for deaf students and interpreters; Hannah Grace, qualified interpreters provided for deaf students; and Elizabeth Hadwin, concerns for safe return to school campuses.

The following visitors addressed the Board on matters of concern/interest: Jackie Lansdale, President of Red River United, continue practice of reading comments into the record; policies on agenda, reopening of school concerns; Erin Berry, elementary librarian, return to school concerns; Shawne Darzidan, concerns and lack of transparency re: protecting teachers/staff, sick leave for COVID-19, online and physical classes; Erica Fletcher, teacher, concerns in returning to work; and Latitia Burgh, concerns in returning to work for high risk employees.

President Trammel asked staff to provide an update to the Board on the concerns shared.

Mr. Little thanked staff for reading the comments emailed in, and he asked staff to provide follow-up on instructional access for the hearing impaired, including comparative data on what Caddo pays versus regional salaries as well as ratios.

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

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued.

Consideration of Proposed Policy GBRIBC (Emergency Family and Medical Leave (EFMLA) and Emergency Paid Sick leave (COVID-19 Pandemic). Mr. Rachal asked staff to summarize the timeframes of eligibility and dollar amounts during the FMLA. Mr. Abrams explained this policy is comprised of two separate policies, both passed by Congress at the same time; and the Emergency FMLA Leave due to COVID-19 outbreak deals solely with the FMLA leave resulting from someone not able to get childcare or their school is closed. He stated the duration of this leave is 12 weeks, and the employee must certify the school is actually closed and there is no ability to have childcare. The dollar amount is no more than \$200 a day (\$10,000 total) for the entire time period. If an employee takes any other type of FMLA, an employee can only get 12 total weeks; and if an employee takes 6 weeks that is not based on the school closure, then the employee could only take 6 weeks of the EFMLA leave. The second part of the policy is the Emergency Paid Sick Leave due to COVID-19, which addresses any employee subject to a quarantine related to COVID-19, or any employee advised to self-quarantine, or any employee experiencing symptoms and seeking medical diagnosis associated with COVID. He said the first three are paid at their regular rate of pay or minimum wage (whichever is greater) and only for a total of 80 hours (2 weeks pay) or a maximum of \$511 per day or \$5,110. If someone is caring for an individual who is subject to a quarantine order, or someone is seeking medical attention, or a child's school is closed and the provider is unavailable due to COVID precautions, another 80 hours can be paid at 2/3 of the actual compensation or minimum wage or a maximum of \$200 per day or a total of \$2,000. In summary, he said the Feds allow up to 12 weeks when a provider is unavailable or if the school is closed and the employee is unable to provide childcare (all of which must be certified on the appropriate form); and when someone is actually ill with COVID or experiencing symptoms, they can be paid up to 80 hours one time only through December 31, 2020.

Superintendent Goree announced that at the August 4<sup>th</sup> executive committee work session, staff will present an update on the reopening plan, and it will include the provisions being put into place and opportunities for families and employees to make choices based on what is best for them.

Mr. Albritton asked about ample staff to complete all the required paperwork, and how this information on options will be distributed to employees. Dr. Goree responded that information will be presented to the Board next week, staff will continue to use the District's animated videos to push information out to the community, administration will continue to work through the school directors and principals to get this information out to those at the schools, and we will continue with the Superintendent's weekly newsletter. He also noted there are approximately 5-6 questions, and staff will share this with the Board and then immediately with staff.

Mrs. Bell asked if an employee is in the hospital for 50-60 days, is that time included in the 80 hours. Dr. Goree said 10 days would be from the EFMLA, but after exhausting those days, and depending on the situation, it is taken from the teacher's sick days. He also explained if the District quarantines, it is considered administrative leave and the days will not count against an employee's days. Mrs. Bell asked if a teacher gets COVID at school and must be hospitalized for an extended time, will the District pay for that. Dr. Goree stated staff is not prepared to speak to that tonight, but once the policy is approved, staff will present to the Board at its next meeting every possible scenario and how it will be addressed.

Consideration of Proposed Policy on Safe Reopening and Operating of School Facilities for the 2020-21 School Year. Mr. Little noted continued statements that school boards are opening hastily under pressure from the Executive Branch without much thought being put into it; yet the following agencies, journals and associations, including American Academy of Pediatricians, National Education Association, the CDC, the American Federation of Teachers, the American Association of School Superintendents, the Journal of American Medical Association, the European equivalent of our CDC, the Louisiana Department of Health, BESE and Dr. Fauci encourage returning to school. He asked Dr. Goree to clarify that this return is being done advisedly and following the absolute thought of leaders globally, nationally and regionally. Dr. Goree confirmed that is correct; and staff worked through this and put in this policy the precautions set forth by BESE to insure the guidelines are followed in our reopening plan. In making decisions on delaying opening school, Dr. Goree said staff worked with Dr. Martha Whyte and her office daily on the data specific to Caddo Parish and will continue to do so.

Mr. Rachal stated his approval that taking temperatures is included in the plan, as well as standards for the use of school facilities and monitoring students. He asked how we are making sure this information is as public as possible, i.e. on the website, principals

distributing, Facebook. Dr. Goree responded all of these are being used, i.e. link on our website, principals have shared with parents, worked with principals, and shared on all the District's social medias. Mr. Rachal asked if the news media is covering, and Dr. Goree said extensively and he was interviewed on Monday and twice the week before.

Mr. Albritton thanked the staff and noted the many questions from the public even after seeing it on the news, so he likes headlining this information in detail on our district web site. He asked about plexiglass set up around desks at specific schools and if private money is making this happen at these specific schools? Dr. Goree explained that nothing in the guidelines speaks to plexiglass providing a level of security that would make it required; but it does show mask are more effective in preventing or flattening the curve with the virus. He said there are some instances where parents have donated plexiglass throughout the system and fathers who may have built things to use; however, the District has been involved only by placing them in main offices and in places where someone may be in direct contact with someone for a period of 15 minutes or more. He added there may be teachers who purchase plexiglass because they feel it gives them an extra layer of security, but it is not a recommendation and is not something we have done as a school system. Mr. Albritton asked if we are providing masks for all the students and teachers, and Dr. Goree confirmed masks will be available (at least one for every child and teacher) and thanked the community partners who have offered to provide these. There will also be extra masks on the buses. Mr. Abrams clarified that the policy was written to follow BESE's guidelines resulting from Act IX (a limitation liability for school districts opening schools) of the Legislature, and is why we have the guidelines in place to track the language of the requirements under Bulletin 741.

Mrs. Bell asked about those who did not receive a survey (possibly because they moved or changed phone numbers), and Dr. Goree explained that while staff has a deadline for collecting information, the virtual option is available for any parent who wishes that option. Once the parent selects the virtual option, staff asks that they commit to it for a minimum of 9 weeks. Also, staff knows they will not get 100% participation in the surveys, but it does provide staff the information needed to begin planning and putting things in place for reopening schools. Mrs. Bell asked if someone will meet with parents who sign up for the virtual model? Dr. Goree explained a meeting is scheduled to fine tune what the enrollment process will look like for the virtual model, including a paper contract in some situations so parents understand what they are committing to when they sign up to teach their child virtually. Another concern is teachers not able to do what they need to do, and Dr. Goree said most of the teachers are completing modules via Canvas; and most principals are holding faculty meetings via Zoom. Also, in beginning New Teacher Training next week, teachers will drive through to pick up their information packets, and then meet virtually from their homes for the professional development, which he believes is taking place across their parish. He also added he believes schedules are being set for teachers to come to the schools and set up their rooms, and is being done so social distancing can be maintained.

Mrs. Bowen noted she has received calls from teachers regarding Canvas and their concern they will not be ready for the start of school because of the amount for them to learn. Dr. Goree stated his understanding that this is a lot and is stressful, and is why he has scheduled meetings later in the week with principals to hear their questions and provide them support so they can then provide support to their teachers. He also encouraged her to provide staff with information from these teachers so staff can provide this support. Knowing the coming year will be a challenging one, it is important to come together and support as best we can when made aware of these concerns.

Consideration of Proposed CPSB Policy EFAB (Employee Use of Social Media). Ms. Green asked if this new policy is needed because most teachers will be using Zoom and the need to make sure we protect students' privacy. Dr. Goree said that is correct, and it is not to infringe on anyone's first amendment rights but to insure our electronic communications are professional and do not create environments that are not productive to the learning environment. This policy not only protects the District, but it protects the teachers and is a way to continue to work with them on making sure that as we communicate more electronically, that posts, comments, etc. are made in a way that is not in violation of policy. She also asked if this will be addressed during New Teacher Orientation, and Dr. Goree said it will.

Consideration of Proposed CPSB Policy JAAA (Title IX Sexual Harassment) and Revisions to Policy JCEA (Student Sexual Harassment). Dr. Goree announced that Attorney Abrams requested pulling "revisions to Policy JCEA (Student Sexual Harassment)" from the agenda.

Consideration of Proposed Revisions to CPSB Policy EFA Computer and Network Acceptable Use. Superintendent Goree stated that as many board members have received calls from teachers and their concerns as we begin using a virtual and/or hybrid model of teaching, this policy protects their information/presentations.

President Trammel announced that the following agenda items are the consent agenda: 6.01-6.03, 7.01, 8.01-8.07, and 13.01.

*Mr. Albritton moved, seconded by Dr. Douzart, to establish the agenda and the proposed consent agenda for the July 28, 2020 CPSB meeting as presented. Vote on the motion carried unanimously.*

### **CONFIRM THE CONSENT AGENDA**

*Mrs. Bell moved, seconded by Mr. Riall, to confirm the consent agenda. Vote on the motion carried unanimously.* The following is a summary of the Board's actions on the consent agenda items.

6.01 Personnel Recommendations. The Board approved the personnel recommendations as recommended by the superintendent and submitted in the electronic mailout.

6.02 Personnel Transaction Reports (Resignations-June 2020). The Board approved the personnel transactions reports (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Administrative Contract Renewals - July, 2020. The Board approved the administrative contract renewals as recommended by the superintendent and submitted in the electronic mailout.

7.01 Consideration of Purchasing Bids. The Board approved the following bids as submitted in the electronic mailout on the bid tabulation sheets: (1) Oak Farms Dairy for the purchase of Milk & Dairy Products, Bid SFS 729-20; (2) Foodway for the purchase of Fruit Juice, Bid SFS 730-20; (3) Flowers Baking Co. for the purchase of Bread and Bread Products, Bid SFS 731-20; (4) Foodway for the purchase of Canned and Frozen Foods, Bid SFS 732-20; (5) Foodway and Santa Maria for the purchase of Fish, Poultry, Eggs, Meats and Specialty Items, Bid SFS 733-20; (6) Carefree Janitorial and VCC for the purchase of Food Service Paper and Supplies, Bid SFS 734-20; and (7) Dominoes for the purchase of Ready-to-Serve-NSLP Pizza, Bid 404-20; and (8) Foodway for the purchase of NSBP and NSLP Pre-prep Meal Items,, Bid 405-20. *The bid tabulations are filed in the official papers of the July 28, 2020 CPSB meeting.*

8.01 Consideration of Request for Flood Insurance Renewal. The Board authorized staff to renew flood insurance as submitted in the electronic mailout.

8.02 Consideration of Request of USG Properties Haynesville, LLC. The Board approved the resolution and extract of resolution to enact request of USG Properties Haynesville as submitted in the electronic mailout.

8.03 Consideration of Proposed Policy GBRI BC (Emergency Family and Medical Leave (EFMLA) and Emergency Paid Sick Leave (COVID-19 Pandemic). The Board approved the proposed Policy GBRI BC (Emergency Family and Medical Leave (EFMLA) and Emergency Paid Sick Leave (COVID-19 Pandemic) as recommended by staff and submitted in the electronic mailout.

8.04 Consideration of Proposed Policy on Safe Reopening and Operating of School Facilities for the 2020-21 School Year. The Board approved the proposed policy on the safe reopening and operating of school facilities for the 2020-21 school year as presented in the electronic mailout.

8.05 Consideration of Proposed CPSB Policy EFAB (Employee Use of Social Media). The Board approved the proposed CPSB Policy EFAB (Employee Use of Social Media) as presented by staff in the electronic mailout.

8.06 Consideration of Proposed Policy JAAA (Title IX Sexual Harassment). The Board approved the proposed Policy JAAA (Title IX Sexual Harassment) as presented in the electronic mailout.

8.07 Consideration of Proposed Revisions to CPSB Policy EFA Computer and Network Acceptable Use. The Board approved the proposed revisions to CPSB Policy EFA Computer and Network Acceptable Use as presented in the electronic mailout.

13.01 Student Readmission Appeal Hearings. The Board approved the readmission appeal for Student WC as recommended by staff and submitted in the electronic mailout, and whose parents are in agreement.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Albritton requested staff condense the Cenergistics Report to show what we spent last year to date, what we spent this year to date, net savings, and what we paid Cenergistics.

Ms. Green expressed her appreciation to the staff, Board members and citizens who participated in her virtual Town Hall meeting. Dr. Goree also thanked Ms. Green and Mr. Little for hosting these two Town Hall meetings and for providing an opportunity to get information out to the families.

Mr. Nations announced he will make comments tonight on behalf of the Board at Southwood's graduation; and on Saturday morning, he will have the honor of presenting his granddaughter her diploma at Caddo Magnet's graduation.

Mrs. Bell thanked staff and Board members who attended the Huntington High graduation.

Mr. Little asked that the Board consider meeting in person in August, and President Trammel stated the plan is to do that.

Mrs. Bowen referenced an email forwarded to the Superintendent regarding local doctors offering to provide pulse oximeters, and Dr. Goree announced staff will be following up on making this happen.

Ms. Trammel congratulated Dr. Vinson on being unopposed in his election to complete the unexpired term representing District 3.

Dr. Goree also recognized Victor Mainiero, Roy Murry, and Mary Wood for their diligent work in making these graduation ceremonies happen for our graduates.

**Adjourn.** *Mr. Nations moved, seconded by Mr. Albritton, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 4:55 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**August 4, 2020**  
**CPSB Audit Committee**

**Members present** – Chair John Albritton, Don Little and Dottie Bell. Jasmine Green and Dr. Bonita Douzart were absent. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, Board members Steve Riall, Dr. Terence Vinson, Mary Trammel, Raymond Green, and Tony Nations. Staff members present were Jeff Howard, Keith Burton, Patrick Greer, Mary Wood, Kelli Duffield and Allison May.

Mr. Albritton called the meeting to order at approximately 2:00 p.m., and led in the prayer and Pledge of Allegiance.

**Confirm the Agenda.** *Mr. Little moved, seconded by Mrs. Bell, to confirm the agenda as presented. Vote on the motion carried.*

**JROTC Audit Report.** Mr. Albritton announced that this report was ready in March; however, due to the COVID pandemic, the committee is just now able to hear it.

Kelli Duffield, chief internal auditor, presented the report on the audit of JROTC salaries, which resulted when learning in the fall that pay assignments were released incorrectly, and some JROTC instructors were overpaid (10 month) and some were underpaid (12 month). She reported that in the 2019-20 budget, 32 JROTC instructors were funded, 3 year round at Central Office to support all students, 13 12-month classroom instructors, and 16 10-month instructors. Ms. Duffield explained that the Army reimburses the District for half of the instructors' monthly minimum instructor pay (MIP) based on 30 days per month. In addition to their MIP salary, the District pays supplements (Holiday pay, State pay raises, Top Gains) to all instructors with 12-month instructors receiving \$19,963 annually and 10-month instructors receiving \$16,635 annually, and it is their salary plus the supplements that make up their total pay, noting that each piece of their salary is on separate pay assignments.

She stated that the scope of the audit was to look at the 2018-19 and 2019-20 payments to the JROTC instructors and determine if they were accurate in accordance with Board policy and in compliance with what was received from the Army. The results of the audit indicate that JROTC instructors were not paid correctly for the 2018/19 school year, and HR in the fall of 2019 minimized the potential overpayments for the 2019-20 school year by making corrections. However, the net amount of over/under payments for the 2018-19 school year was \$158,629. Ms. Duffield reported that the audit also revealed four JROTC instructors were recommended for hire by the District without proper approval from the Army Cadet Command (ACC), with two of these instructors not completing the paperwork required by ACC and never approved to be hired. She also noted errors in the HR hire letters and job descriptions signed by the instructors, which resulted in additional costs to the District. Also, insufficient and inconsistent communication to instructors regarding work schedules was noted, and JROTC instructors received additional supplements that could not be traced to Board minutes; but they do know this was approved by the Board when the JROTC instructors were not paid the minimum teacher salary, but the supplements increased over the years, and their pay is now in excess of a teacher's average salary.

Ms. Duffield highlighted the audit findings relative to procedures in place regarding the monthly MIP statements, hiring of JROTC instructors (including transfers and annual renewals), two separate calendars (10 month and 12 month), supplements, additional pay for conferences and camps, and staffing. She explained Auditing's recommendations for changes in procedures/actions in each of these areas to address and correct the issues, as well as staff's (Finance, Academics, HR) response to the audit and the recommendations, and implementation steps. Ms. Duffield also reported that staff met with each of the JROTC instructors (via Zoom) to discuss in detail the amount of money overpaid to each one of them and to give them the opportunity to ask questions. In April, a repayment period was established; and because of the pandemic, staff again met with them to rework the repayment plan, offering two proposals. As of the date of the report, Ms. Duffield reported that five instructors opted for the 16-month repayment option, and three instructors opted for the lump sum option (which was paid with their summer checks and their pay resumed in September). Also, two have not elected an option and are no longer in the District; however, the recommendation is staff should continue efforts to collect the overpayment amount.

Mr. Albritton announced there currently is a grievance in process on some of the issues and asked that questions focus on the report presented.

Mrs. Bell asked about the Army's suggestion to hire the instructors as substitutes (until all the hire paperwork is complete) and the amount of paperwork involved in this; and would it be Auditing's recommendation that one person needs to oversee this. Dr. Goree responded

that a lot of the situations resulted from continuing to do business as we always have done it; and part of this division was seen as separate and a unique situation (receiving supplement from the military). He further stated that the role and goal is to look at how Academics, Finance and Human Resources come together to develop a plan that works for implementation and bring them more in line with how other practices are managed for Caddo's employees. He said he does not believe it warrants one person assigned strictly to this because with the recommendations and corrections, he believes it can be handled with the District's current in-house set up. Mrs. Bell stated she is not saying bring someone in from the outside, but assign this responsibility to someone within the department.

Mr. Albritton noted the report recommendations indicate policy statements are expected from all departments involved in an effort to consolidate and simplify the process that had been in place a long time. Dr. Goree shared an example of the supplements increase on pay raises, which does not happen with other employees.

Mr. Little stated he is thankful these "leaks" were discovered; and asked if those who have left the District are still obligated to repay the overpayment to the District? Ms. Duffield explained that State law regulates the requirement that any overpayments to any employee are required to be returned to the District. Dr. Goree stated that the HR Department is responsible for developing a repayment plan if necessary. Mr. Abrams added that there have been employees leave the District and steps were taken to recoup overpaid funds from them. Also, Mr. Little asked about the recommendation to reduce the supplemental pay to \$9,000 and if it is possible to reduce this more and still maintain quality employees for these positions. Ms. Duffield said this was put out there as cost savings "what if", and administration decided to bring in new instructors with a zero supplement, and they have been able to adequately fill the positions with just the MIP.

Mr. Riall asked about the habit in Caddo of overpaying employees and the hardship placed on employees to repay when it is not the employees' fault; and what is being done to prevent this in the future, since no one is being held accountable for allowing this to happen. Dr. Goree stated his agreement that this does present a hardship on families placed in these situations; and while he cannot speak specifically to consequences, he reported there has been corrective action taken with employees in areas where it could be documented that something happened as a result of an employee error. He further stated he believes a big part of correcting this is cleaning up dated processes and procedures, and staff is working diligently to make sure this stops happening.

School Audit, Department Audit, Special Project Summary and Online Receipt Update. Ms. Duffield provided a handout document on the updates of these audits since the last meeting, reporting that staff continues to work on the general overpayment audit, the retirement audit, a salvage sale audit (Purchasing), and insurance audit (Finance Department). Special projects include the diploma review, the graduation ticket automation, and automated travel system for the District. She also shared an update on the success of the schools collecting fees, fundraising, etc. via automation, having collected \$1.7 million online at the end of the fiscal year. Mrs. Bell asked if all schools are collecting payment with this method, and Ms. Duffield explained the criteria for setting up schools to use this method, i.e. a school has \$100,000 or more in receipts.

## **VISITORS**

The following visitors addressed the committee: (1) Jackie Lansdale, president of Red River United, recommendations from the JROTC audit, and ongoing grievance was heard at Level III last week; and (2) Jon Glover, requested a copy of the information shared with the Committee.

**Adjournment.** *Mr. Little moved, seconded by Mrs. Bell, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 2:55 p.m.*

**August 4, 2020**  
**CPSB Executive Committee Work Session**

**Members present:** Mary Trammel, John Albritton and Raymond Green. Also present were Board members Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Jeri Bowen, Barry Rachal, Tony Nations and Dottie Bell, Dr. T. Lamar Goree, secretary and Reggie Abrams, legal counsel.

President Mary Trammel called the meeting to order at approximately 4:30 p.m. Board member Jeri Bowen led the prayer and Pledge of Allegiance.

**PRESENTATIONS**

Caddo Strong Start: The Roadmap to Reopening. Superintendent Goree welcomed the Board back to the horseshoe and announced that staff is bringing to the Board an update on the plan for reopening schools to insure the District is not only providing a top quality education, but doing so in the safest environment possible for students and teachers/employees. He reminded the Board of the guiding principles of doing what is in the best interest, from a safety perspective, of all staff, students and parents when reopening schools; and staff has relied on the science and the medical experts in the community to help make the best decisions, which also led to the delay in opening of schools. He noted that today the Governor extended the mandate for 21 more days in Phase 2, and he believes the plan presented today will qualify for a safe opening in Phase 2, with decisions made relying on guidelines and support from the LDOE, LDHH, CDC and the Pediatric Association. Dr. Goree also stressed the importance of being prepared to transition to a districtwide virtual platform within 24 hours if needed. He shared the District's re-opening video around the different instructional models, followed by each department (Academics, Operations, Human Resources, Communications) sharing updates as follows:

**Academics.** Chief Academic Officer Keith Burton reported Academics has focused on insuring that when students and teachers return, it is a robust instructional model that no matter where the student is receiving instruction, they are receiving everything they need. Priorities include assuring that District policies and the student handbook are up-to-date, and staff will recommend to the Board proposed policy changes relative to grading, homework, attendance and tardiness, with scenarios. He further stated the importance of making sure the policies are aligned with the Pupil Progression Plan and appropriate for each level, i.e. grading for a Kindergarten student online is different than grading a 12<sup>th</sup> grade student online. Also, the fidelity of a student's work from home is also important and that the work is the student's work and not someone else's. Mr. Burton also stated they want to give schools and teachers the permission and freedom to relax at the beginning of school (first two weeks) and make sure everyone understands procedures and processes to be used in the classroom and in the virtual model and CANVAS basics.

He shared an outline of goals for teachers and what the first nine weeks should look like in their teaching, i.e. creating and using a ZOOM link, adding the link to CANVAS dashboard, muting and unmuting students, turning a student's audio/video on/off, watching and recognizing students raising their hand, and using CANVAS. Teachers will only be asked to address three questions – (1) what am I teaching today, (2) how do I know if my students are going to learn it, and (3) what is the process (activities) for them to learn it? It will also be important that students can electronically send their work to the teacher, the teacher can receive and grade it, provide feedback to the student, and post grades. Additional priorities are communicating with the families, especially virtual students, the clear expectations relative to the acceptable use of technology, providing the device and the means to access the device, connecting with the teacher virtually, at school and at home, and students understanding attendance requirements, that grades will happen, and tests will continue. Families are asked to make a commitment for nine weeks whether virtual, hybrid or traditional so schedules can be built. A parent agreement/contract will outline requirements of each model and the parents' commitment.

Mr. Burton announced virtual registration has begun and will continue to August 10<sup>th</sup> and the parent only has to let their school know. Regarding device deployment, thousands of devices have been ordered; and as they come in, they are inventoried and made available, to insure that the process is smooth. The survey of parents began on July 16<sup>th</sup> and ended on August 1<sup>st</sup> with over 28,000 responses received. Results of the survey indicated that 51% of the students have selected the virtual model; and staff is moving forward with plans for this many students to be in the virtual model for a minimum of 9 weeks. Those in the traditional and hybrid models



(a combination of elementary, middle and high) represent 49%. His department has also worked closely with other departments (areas) to insure they are aware as well.

**Operations (Safety Protocols).** Chief Operations Officer Patrick Greer highlighted safety protocols for reopening of schools with everything implemented aligned with guidance from the LDOE. Protocols will include disposable masks distributed to the schools for students and staff, parents encouraged to insure their students leave home with their mask (if a student does not have a mask, we will provide them one upon entry to the bus or the school), thermometers provided to each school/department for daily temperature screenings of staff and students when they arrive on campus, and disinfectant proven to kill the virus distributed to the schools, in addition to the PPEs, to make sure high-touch surfaces are disinfected between different groups. We will assure the custodial staffs have what they need to disinfect and deep clean areas, as well as provide hand sanitizer stations to campuses and buses as part of the frequent hand cleaning process. Electrostatic sprayers will be provided to each school, as well as one on every Caddo bus, for the purpose of sanitizing at the end of the day the classrooms, office areas, hallways and buses. Spray bottles of disinfectant, gloves, wipes will be distributed to each classroom/office area, making sure no one falls through the cracks when receiving these supplies. Mr. Greer explained that custodial staff members will be trained on effectively cleaning with the focus on high-touch surfaces, including playground equipment, in addition to the cleaning done on a normal day.

Relative to safety at schools and sites, Mr. Greer reported that all adults will be expected to wear masks (in alignment with the expectations from the LDOE), students 3<sup>rd</sup> grade and up will wear masks, all students riding the bus will wear masks, students in preK-2<sup>nd</sup> are allowed to wear masks and are encouraged when needed to do so. The health practices will include those who are not feeling well or may have been exposed to the COVID-19 virus should stay at home. Temperatures will be taken each day as students and staff enter the campus, with principals given the flexibility on how it is done on their individual campus, in addition to proper hand hygiene protocol and with frequent hand washing opportunities throughout the day, i.e. arrival at school, prior to lunch, following lunch in an effort to develop this as part of the daily routine. Finally, the disinfecting of surfaces will be done throughout the day with teachers being provided the supplies for wiping down high touch surfaces between class sessions; and the director of maintenance will provide a checklist to help principals monitor and document these situations.

**Human Resources.** Chief Human Resource Officer Leisa Woolfolk reported that Human Resources is encouraging Caddo's employees to utilize the Employee Assistance Program, and Mr. Will Jones is sending employees a weekly checklist of things to do to make sure they are coping with the stress of the pandemic. She also reported HR has received 190 inquiries via *Let's Talk* regarding leave requirements, and staff is communicating via telephone calls leave information and other options, as well as a new HR website (accessed through the Caddo website) which lists frequently asked questions and a flow chart, which she shared with the Board. Mrs. Woolfolk highlighted the various options available via policy, i.e. Emergency Family Medical Leave Act is in place until December 31, 2020 for anyone employed at least 30 days able to apply for up to 12 weeks leave if their child's school or day care closes; and even though the first 10 days are unpaid, an employee can use personal leave or vacation during this time. The emergency sick leave for COVID-19 is also available when an employee is being asked to quarantine, self-quarantine or an employee is experiencing symptoms of COVID and seeking medical diagnosis. Additionally, if an employee calls in to their supervisor that they are experiencing symptoms, they will be placed on paid administrative leave; and she also highlighted other possible leaves available.

**Exposure Guidance.** Mary Nash-Wood, director of communications and strategic initiatives, noted that in looking at the safety protocols, the first line of defense for families is to stay home if ill. Beyond this, there are high expectations for social distancing, wearing a mask, and frequent hand washing in terms of being role models. She commended the partnership Caddo has with the medical community and professionals, and Katherine Laster who serves as Caddo's school nursing supervisor for her hard work and continued work as we move forward with a new school year, as well as Dr. Whyte with the Department of Health.

Mrs. Wood highlighted terms such as COVID exposure and what that means for Caddo schools relative to an employee/student contact/exposure to COVID, isolation, quarantine, contact tracing and a time based strategy to insure we are not overwhelming the labs but returning employees/students to school as safely as possible. She also covered *contacts of contacts* and when there would be a need to

quarantine and when not, reminding employees/students of the safety protocols of social distancing, wearing masks, frequent handwashing, and limited extended contact with other persons for more than 15 minutes. Mrs. Wood also highlighted example scenarios and how each would be handled relative to COVID exposure and in compliance with Federal and State guidelines.

Mr. Nations congratulated staff on the development of this comprehensive plan and asked if the video will be made available for the public. Dr. Goree said it is and has been on social media for approximately one week with very good viewership; and staff will continue to push this out to the families via the schools. Mr. Nations asked is it reasonable to ask teachers to disinfect surfaces throughout the day when he believes we already ask too much of our teachers? Dr. Goree said it is an unusual opportunity, and in conversations, it is possible that children will be asked to clean their own area. He also asked about isolating a child in a specific area of the school and if this could possibly lead to another bullying type situation. Dr. Goree explained how each school will have a designated room where a child or staff member with a fever can stay until they are picked up. However, he does feel there could be a need for sensitivity relative to children who are quarantined for 14 days, and there will be opportunity for the schools to build on social character in supporting this.

Mr. Rachal referenced the 51% and 49% relative to registration and asked staff how it is going. Dr. Goree responded well, and he met with principals last week in small groups, and they have begun calling families and working through the contract with them on what is required in choosing the model they have selected. Dr. Goree also stated that as mentioned by Mr. Burton, the way we deliver instruction will be based on where the students are. He added he believes the 51% will drop below the 50% and teachers will have one-half the students in the class and one-half at home. Staff is working diligently with the administrative teams on how we best deliver instruction in these settings. Mr. Rachal also asked that the reference to thermometers be noted as "touchless" thermometers. Relative to the custodial staff and the fact that there is much more for them to do at this time with the cleaning mandates, he asked if there will be additional staff put into place. Dr. Goree said the District is not hiring any additional persons and we are in an "all hands on deck" type situation; but we are providing additional training for equipment to be used (electrostatic machines). He said we are also asking teachers, staffs, and students to also help, and principals are designing protocols for what will work best for their schools. Mr. Rachal asked for more information on the electrostatic machines, and Mr. Greer highlighted how these machines will work to provide a thorough cleaning of the areas. Mr. Rachal asked if this will be done in every building/classroom every evening as well as the school buses. Mr. Greer explained school buses will be cleaned in between each run with a smaller electrostatic machine. Mr. Rachal asked about the cost, and Mr. Greer responded between \$400 to \$1,100 with some top of the line items costing \$4,000. Mr. Rachal asked about an approximate cost for this and if the District will be reimbursed for any of the cost. Mr. Greer responded that staff is working on the possibility of funds received via FEMA being used to absorb a portion of the cost, in addition to the stimulus funds received. He also asked if we will receive additional stimulus funds, and Dr. Goree stated that staff believes there will be additional stimulus dollars available, and staff is keeping thorough records of everything being spent relative to COVID-19. Mr. Greer also reported that a couple of the machines have arrived in the District and personnel in the District have been dispatched to clean some of the areas where someone might have been exposed to the virus or tested positive. While the bulk of the order has not been delivered, the District anticipates that happening in the next several days, giving ample time to train personnel and get them on the campuses and buses. Mr. Rachal asked about any specific things in place for the first day of school on site, i.e. additional staff on the campuses to assist? Dr. Goree stated the Academics support team will all be dispensed to the campuses. Also, in talking to principals, they have been very creative in their ideas, i.e. dry runs so families know what to expect when they arrive on campus; and there will be a lot of directions provided to families. He also stated staff has been very careful to not have a blanket plan for all the schools as each one is unique and different. With a District of approximately 38,000 students and 6,000 employees, one could probably say that 1-2% could currently have COVID, but many parents want their children to be back in school; and they need to know it is going to happen, but the District has a plan in place for addressing it efficiently and effectively. Mr. Rachal expressed appreciation to staff for their hard work which has allowed him to be able to respond to questions asked. Dr. Goree stated that 14 days prior to the first day of school staff is proposing a city-wide campaign with video pushing the importance of hand hygiene, wearing a mask, social distancing, and staying home (when ill or experiencing symptoms) and hopefully enter school on the first day with the lowest possible percentage of infection possible.

Mr. Little echoed Mr. Rachal's comments and asked staff about the following: a change in policy to do away with perfect attendance, the possibility of modifying to a more relaxed dress code, put into policy that students and faculty label their masks, and exposure protocol for an individual exposed (individual quarantine or entire family). Dr. Goree responded that a more relaxed dress code was discussed with the principals; and because the District is so diverse, he believes this decision is one left to the campus, staff will encourage principals to stress labeling masks, and exposure protocol for an individual exposed to the virus is only the individual exposed would quarantine (contact on contact).

Mrs. Bell echoed remarks commending the staff, and she asked if the Chromebooks distributed in the spring were returned, and Dr. Goree indicated we were close enough to say we received them all. Relative to attendance requirements, grading and testing, she confirmed that whether at school or at home, attendance will be important. Dr. Goree said when schools are talking to families about virtual learning, they are addressing the families on specific requirements; and if we do not want to see any Academic loss, it will be important to continually push toward these things to count. Relative to the 51% and 49%, she believes the numbers will grow, and Dr. Goree said while virtual has occupied a great deal of the employees' time in preparing, he continues to base his thoughts on from where we receive responses. She also asked if we sanitized every school and every room in the parish over the summer; and the superintendent stated this is ongoing, but schools were cleaned when students left in March and have not been occupied since, and it will continue to be an ongoing process. Mrs. Bell also asked if she understands seats on the bus will be labeled, and Dr. Goree confirmed every bus will have on it a seating chart. She stressed the importance of these protocols since bus drivers will be driving more than one route. He also confirmed that our buses have run simulation runs over the summer to familiarize themselves with the routes and the times to insure being on time. Mr. Greer added that the reality, even pre-pandemic, is the first few days of the school year we know there are things that will need to be addressed and changed. Dr. Goree stated that we continue to stress the new normal everyone is facing and working through and staff will continue to do it. Mrs. Bell asked about mask wearing and who in Caddo Parish is required to wear them. Dr. Goree stated that students in Grades 3-12 are required to wear masks, and in preK-2 it is optional. Anyone riding the bus is required to wear a mask, as well as all adults in any building. Mrs. Bell asked how a teacher who has 2-3 students test positive for the virus will address 3-4 students exposed. Dr. Goree noted the document in the packet on Exposure Guidelines, and he thanked Katherine Laster, who will be instrumental in implementing these guidelines, for her work in setting protocols. She also asked if Caddo has ample substitute teachers to cover classes; and Dr. Goree responded that staff has worked on a plan for implementation, but at this time, it is a wait and see situation. She also asked about the requirement for students to be on the computer even if they are at home; and Dr. Goree stated that while staff is working so students are not in front of a computer 8 hours a day, there will be times where the student must be in order to be engaged in the class.

Mr. Riall asked about a student getting on the bus and when checked at school, he has a temperature. He is quarantined, and the children that sat within six feet of the student on the bus will be identified and quarantined. Dr. Goree said that is correct and is why it is important for the seating chart on the bus. Also, when the school took the student's temperature, he will be isolated for about 15 minutes, and staff will retake to determine if he indeed has a temp. If so, those within 6 feet of him will be identified and quarantined as well. Also he noted if it is determined that the student does not have COVID, the student may return to school with a letter from his doctor stating his diagnosis. Mr. Riall asked if the student still has a temp with the second check and is isolated until someone can pick him up, what is done if there is no one to pick up the student. Dr. Goree explained that is the reason for the isolation room, similar to how a student with the flu is addressed. Mr. Riall asked if there are any provisions for us getting them home, and Dr. Goree responded that in certain situations, the principal has worked this out.

Ms. Green asked if bus drivers will provide a mask for a student that does not have one, and Dr. Goree confirmed that every bus will have masks. She also wanted to reiterate the goal is not to make children janitors, and Dr. Goree said a student would only be responsible for wiping down their area (desk).

Dr. Vinson asked for clarification on when two siblings in a household and one tests positive and the other does not but they were sitting within 6 feet on the bus. Would both students be quarantined, and Dr. Goree confirmed they would in that situation. Dr. Vinson asked about the community pods and progress in this direction. Dr. Goree reported staff is working in this direction; and with 50% of the students being

at home, you will see some of this happen, i.e. in schools where the numbers are approaching 60% virtual. He asked staff to continue to check into this module, and also asked if staff is attempting to contact the 16,000 who have elected to not come face-to-face. Dr. Goree reiterated the contracts described earlier with schools contacting the families to assist them in completing the form, etc. Regarding preK to 2<sup>nd</sup> graders, he asked staff to follow up and stress the importance of these students also wearing masks. He also asked about the plan for mass outbreaks, and Dr. Goree noted past instances where a flu outbreak would call for closing a school and disinfecting the building for a day or two. However with the pandemic, it would be different and for 14 days. He said it is also very important to prepare our students to learn virtually for that 14 days. Knowing there will be cases of COVID in the schools and the need to transition to virtual, Dr. Vinson stated, he believes the Board needs to look further at not only pods, but going to the virtual option. Dr. Goree added that this is why the District is stressing to look at the science and where it leads, but it is also important that the District takes care of its staff and creates the safest environment possible. He said science tells him to stay home, and science tells him to wear a mask, so he implores the Board to consider what science is saying; because opening up buildings with hundreds in them, it is possible it could be more than we could handle. Also, given that we are allowing families to choose virtual versus face-to-face, Dr. Vinson asked the Board to also think about the Board choosing face-to-face or virtual, as he still does not feel protected in this regard.

Mrs. Bowen stated that in listening to other parishes throughout the state, and because we are such a diverse parish, she believes stressing to parents who can to drop their children off and pick them up would greatly help the bus situation. Also, she asked that staff connect with our community partners, truancy, SROs to make sure students are where they are supposed to be. Dr. Goree stated that the Attendance Department will add 12 additional persons to assist in locating children and getting them in school.

Ms. Trammel asked about the additional 21 days in Phase 2 and because not all parents are computer savvy, but have chosen virtual for their children, how students already falling behind will be affected. Dr. Goree noted staff's conversations today relative to the need for establishing a help desk for parents who need assistance with technology in addition to the academic support. Also in looking at the traditional hybrid students, he has stressed that students need to be as sharp as possible with the technical skills so they can make the transition. She also asked, when classes begin, will parents understand that even though children are learning virtually it should look like they are attending in a classroom; and Dr. Goree said the principals are communicating this to families as well. Ms. Trammel asked about the first two weeks being set aside to introduce to the students and parents how this will be done; but after those two weeks, how will we assist those who are still unsure and may be lagging behind. Dr. Goree expressed appreciation to staff, and especially the teachers, because of the extra amount of work they are being asked to do. He said in these situations, the teacher would reach out to the parent to provide the support needed. Regarding bus seating, she asked the superintendent how social distancing will work on the buses? Dr. Goree explained we will be at 50% capacity and the driver will distance the children based on that, with two children from the same family allowed to sit together, and is why it is so important that everyone wear a mask on the bus. Also, those entering the bus will be given hand sanitizer as part of the hand hygiene protocol. Because, even at 50% capacity we will not be able to have students 6 feet apart, he believes we will see more parents dropping off students at school and picking them up. Ms. Trammel asked about identifying the student who can't wear a mask because of pre-existing condition(s), and the other children picking on that student. Dr. Goree said staff will work with the student's parents about what is the best precaution for the student based on their condition; and if a student cannot wear a mask, we will need a statement from the student's physician. Ms. Trammel also asked about the 14-day quarantine period, and someone tests positive again and must quarantine an additional 14 days, will we retest employees. Dr. Goree noted the latest CDC guidelines state there is a period of ending quarantine based on the 14 day window; and science says after the 14 days, you are no longer contagious to other people, even if there is a positive test. This is also if one has been fever free for 72 hours. In schools with a low number of in-school population, and the school at one time had three janitors, is it possible to move staff members to another school who may have a large number of in-school population and needs additional support? Dr. Goree responded that is correct.

Mr. Little added that one of the physicians contributing in his medical forum suggested not putting too much emphasis on temperatures alone, because the CDC provides 11 different symptoms and any one of them, or a combination of any of

them, can be indicative of COVID. He also added he hopes our guidelines reflect every aspect of the disease and how it can manifest.

Dr. Vinson asked how we will work internet access for everyone. Dr. Goree stated that all the buildings are hot spots but there is a process by which we can support families in their concerns, which will be for them to begin by working through their principal. He asked if there is any way to test administration and staff, and Dr. Goree said we do not have that capacity; but we are working on some sites at some campuses for anyone who would like to be tested. He also reminded the Board the importance of not over-stressing the labs.

Mrs. Bell asked about the high percentage of special needs students at Huntington and Turner and how we are addressing their specific needs. Dr. Goree explained that in many of these situations Dr. Lockett and her team have begun contacting the families regarding the best way to meet individual educational plans. Also, we will provide services to some students at their home, because that is what will work best for their situation.

Mr. Rachal also noted other organizations, i.e. Five Loaves and Two Fish, who can help with students needing a location to get internet service, or a safe location that provides tutors for students.

### **ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA FOR THE AUGUST 18, 2020 CPSB MEETING**

Superintendent Goree highlighted items for the Board's consideration at the August 18, 2020 CPSB meeting and the following discussion ensued.

#### **ADDITIONAL ITEMS**

Mrs. Bell requested the following item be added from the Insurance and Finance Committee – Consideration of the recommendation for bond counsel and co-bond counsel.

Mrs. Bell also asked that the Appointment of Underwriters (Crew and Associates, underwriter, and Raymond James and Associates, co-underwriter) for the sale of the third installment of bonds

Consideration of Recommendation to Change the North Caddo High School Mascot. Dr. Goree reported that he visited with the principal today, and because of how the policy is written, he would bring the proposed mascot to the Board; however, from the comments today and to Board members, he believes everyone at the campus should have a voice in what the mascot will be. He further reported that between now and the Board meeting, students will be engaged in selecting the next mascot for North Caddo High School, if it is the will of the Board to change it. Mr. Riall asked if the mascot is changed, will it be effective this school year, and Dr. Goree said it will. Mr. Riall asked about the uniforms with Rebel on them, and Dr. Goree stated staff is prepared to support this change and absorb any cost. Mr. Riall asked that this not be on consent.

Consideration of 2020 Millages. Superintendent Goree stated that during the budget process, staff looked at numerous options for helping the District meet its future financial needs and this millage renewal greatly affects what was discussed relative to our priorities. CFO Jeff Howard explained that this was one of the options when reassessments are done; but, because of COVID, the reassessment reflects the total evaluation of property in the parish has dropped approximately .5%. When this happens, there is not a choice for rolling forward the millage, but it is automatically rolled forward a small amount to the point where we will collect approximately the same amount of taxes the District has collected for the past couple of years. Mr. Rachal asked if he understands correctly that the millages were adjusted to 73.82 and when the assessment was done, the current real estate values in Caddo were assessed as lower than it had been, so the actual dollars will decrease, but the dollar amount approved will be what we continue to receive, and staff confirmed correct.

Consideration of Sale of Rodessa Property at Appraised Value. Mr. Riall asked if he understands correctly that we are not selling the mineral rights with this property. Mr. Abrams explained that we did not acquire the mineral rights because in 1938 when Rodessa Oil sold the land to the school board they reserved the minerals. Mr. Riall also inquired about the status of the Vivian Resource Center property, and Mr. Greer responded that it has sold.

Mr. Rachal asked if he understands this is approximately 5 acres of land at \$4,000 an acre? Staff confirmed that to be correct.

Consideration of Proposed Policy JAA (Equal Education Opportunities). Ms. Green asked Mr. Abrams to highlight this proposed policy. Mr. Abrams explained this is the standard language to certify to the Federal Government that we do not discriminate in any of our rules. While this policy is in other sections of the Policy Manual, it is not in Section J that addresses students; and because Section J of the Policy Manual has been under revision, he wanted to make sure that it was current in the Policy Manual. Mr. Rachal asked about any specific changes; and Mr. Abrams clarified there is no change, but only adding this policy to Section J.

Consideration of Recommendation for Bond Counsel and Co-Bond Counsel. Ms. Green asked for clarification, and Mr. Abrams explained the recommendation to the committee was to maintain Foley, Judell as the main Bond Counsel, and to use Mahtook & LeFleur and Butler-Snow to rotate as co-Bond Counsel. Ms. Green asked how often will co-counsel rotate, and Mr. Abrams stated it could be rotated every year; however, in the event there are more frequent issues, they would want to make sure co-counsels get an equal amount of work. He further stated that a defined explanation of what will be expected will be provided before the August 18<sup>th</sup> meeting. Ms. Green asked if the names listed by the firms are who will represent the firms, and Mr. Abrams confirmed they are. Dr. Goree added that it was stressed in the committee meeting today that the expectation of this Board is this will be a true learning opportunity for firms named as co-bond counsel; and Grant Schlueter is committed to make sure it is an apprenticeship opportunity to learn bond counsel work. Ms. Green also clarified that the two co-bond counsels are local yet they represent international companies, and Mr. Abrams stated that Butler-Snow is an international firm based out of Jackson, Mississippi; and Mahtook LaFleur is in Lafayette. Ms. Green stated she wants to make sure co-bond counsels are compensated, and Mr. Abrams explained the goal, in accordance with the Bar Association, is to compensate them for the work they perform that is beneficial to the District, and this was pointed out to Foley, Judell and co-bond counsels.

Consideration of Appointment of Underwriters for Sale of Third Installment of Bonds. Mr. Rachal asked who are the underwriters and how they will work together, and if we looked at any additional underwriters. Mr. Howard explained last year the Board indicated their desire for the underwriters to work together with one being the lead underwriter and the other the co-underwriter, and the following year they would swap which is the recommendation. He further stated there were three proposals for underwriters received last year, and these two were deemed the best to work with. This year Crews & Associates will be the lead underwriter, and Raymond James will be the co-underwriter, opposite from last year. Mr. Rachal asked if the Board can readdress these at any time, and Mr. Abrams confirmed that bond counsel can be terminated at any time. Ms. Green asked if you must have an underwriter and who have we used before? Mr. Howard said you can do either a competitive sale or a negotiated sale; and the first bond issue was competitive and the sale in January of this year was a negotiated sale, in which underwriters are hired to sell the bonds for the District. Under a competitive sale, it is bid and all bids are opened at the same time, and you do not need an underwriter. Ms. Green asked what is cheaper for Caddo, and Mr. Howard noted many discussions on this because you pay an extra fee with underwriters with the hope they can sell the bonds at a lower interest rate, and a lot comes into play with the market conditions at the time. He said the municipal advisor recommends a negotiated sale for this sale because of the volatile market and because we had good results with the negotiated sale in January. She also asked what percentage they are paid, and Mr. Howard said approximately \$5 per bond (approximately \$49,000), which the two underwriters split.

President Trammel identified items 6.02, 8.03, 8.05-8.09 and 13.01 as the consent agenda. *Mr. Albritton moved, seconded by Mr. Green, to establish the agenda and consent agenda for the August 18, 2020 CPSB meeting as presented. Vote on the agenda carried.*

## **POLL AUDIENCE**

The following visitors addressed the Board on issues of interest/concern: Jackie Lansdale, president of Red River United, reopening of school concerns.

## **BOARD MEMBER ANNOUNCEMENTS**

Steve Riall expressed appreciation to Dr. Goree and staff for the great job with this year's graduations.

Ms. Green echoed Mr. Riall's comments regarding graduations. She also thanked everyone for participating in her Town Hall meeting.

Mrs. Bell asked for prayers for her in the loss of her brother-in-law, and prayers for Mrs. Bowen in the loss of her mother-in-law.

Mr. Nations echoed the comments regarding this year's graduation and kudos to Victor Mainiero. He, too, asked for prayers for his daughter and the birth of his grandchild. He also, for the record, clarified that the erroneous information on YEP curtailing their ending time at 5:30 has been worked out, and the time is 6:00 for picking up students. He thanked Keith Burton for his assistance in this issue.

Mr. Albritton extended an invitation to Board members interested to attend a special worship service at Brookwood Baptist Church on Sunday afternoon, August 9<sup>th</sup>, at 5:00 p.m. with an emphasis on the opening of school during this time.

Ms. Trammel expressed thanks to staff for the outstanding graduations despite the heat. She also thanked the superintendent for all he does to address the needs in the District in addition to working with the 12 Board members during this time. She shared her experience on Sunday of being notified by six persons regarding a loss of a family member, and this is a time we need to continue to remember one another.

Dr. Goree also reminded everyone that the Fire Marshall has been specific in that when leaving, everyone needs to leave single file and not congregate in the halls.

**Adjournment.** *Mr. Albritton moved, seconded by Mr. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 7:00 p.m.*

**August 4 2020**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Dottie Bell, Raymond Green, Steve Riall, Don Little and Jeri Bowen. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Dr. Terence Vinson, Mary Trammel and Tony Nations and staff members Jeff Howard, Keith Burton, Leisa Woolfolk, Patrick Greer, and Mary Wood.

Mrs. Bell called the meeting to order at approximately 3:00 p.m. and the invocation and Pledge of Allegiance were omitted.

**Confirm the Agenda.** *Mr. Little moved, seconded by Mrs. Bowen/Mr. Riall, to confirm the agenda. Vote on the motion carried.*

**RECOMMENDATION FOR BOND COUNSEL**

Superintendent Goree stated at the Board's request, staff looked at the District's current bond counsel services and issued an RFP to receive proposals for providing this service in the future. He said after reviewing four RFPs received from Foley & Judell, Mahtook & Lafleur, Butler-Snow, and Washington & Wells, it is staff's recommendation that Foley & Judell (Grant Schlueter) continue as bond counsel, and that Mahtook & LaFleur (Lauren Tarver) and Butler-Snow (Michael Busada) rotate as co-bond counsels.

Mr. Little requested that whatever co-counsel is involved that they are engaged to a level of truly building capacity and they do have some involvement and responsibility in this activity to the highest degree possible with the hope that their understanding and finesse gets to the level where they can be a stand alone bidder. Dr. Goree stated his agreement and he believes this has been well communicated by Board members.

Mr. Abrams explained that was a specific part of the RFP, and was something made very clear with counsel and co-counsel and that they would be engaged and paid on the amount of work done. He said the recommended co-counsels are experienced law firms, and the attorneys that will be leading and learning more about the bond issues from this area are local attorneys. The intent is that they will be able to move forward in our region and become experts in the field of being bond counsel.

Mrs. Bell stated her support of Mr. Little's comments and requested that the law firms present an annual report on the bonds.

*Mr. Green moved to bring to the Board the recommendation of bond counsel and co-bond counsels as submitted. Vote on the motion carried.*

**DISCUSSION REGARDING ISSUANCE OF 3<sup>RD</sup> INSTALLMENT OF GENERAL OBLIGATION BONDS**

Jeff Howard, chief financial officer, reminded the Board that last year it decided to do a negotiated bid for the sale of the bonds and the process agreed upon was to have two underwriters, one serving as lead underwriter and the other serving as co-underwriter. The Board also decided at that time that the following year, the lead underwriter and co-underwriter would switch. He stated the timeline will be the same as for last year and the Board will approve the sale, bonds will be sold in January and the District will receive the money in March for the summer HVAC projects.

*Don Little moved, seconded by Jeri Bowen, that the committee recommend to the Board approval of a negotiated sale for the 3<sup>rd</sup> installment of General Obligation bonds and that Crews & Associates will serve as lead underwriter and Raymond James as co-underwriter. Vote on the motion carried.*

**Adjournment.** *Mr. Little moved, seconded by Mrs. Bowen, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 3:12 p.m.*



August 18, 2020  
CPSB Meeting

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. T. Lamar Goree, secretary, and Reginald Abrams, legal counsel.

President Trammel called the meeting to order at approximately 4:30 p.m. and a quorum was present. Board member Jeri Bowen led in the invocation and Pledge of Allegiance.

### **Consideration of Minutes of the July 28, 2020 CPSB Meeting**

*Mrs. Bell moved, seconded by Mrs. Bowen, to approve the minutes of the July 28, 2020 CPSB meeting as submitted in the electronic mailout. Vote on the motion carried unanimously.*

### **Presentations**

3.01 Presentations. There were no presentations.

3.01 Visitors. The following visitors addressed the Board: Robert T. Green, Jr., change North Caddo mascot; Pastor and Mayor of Oil City James T. Sims, change North Caddo mascot; Pastor Dr. R. Timothy Jones, change North Caddo mascot; John Ratcliff (North Louisiana Civil Rights Coalition), change North Caddo mascot; Alyse Groves, teacher, safe reopening of school, supports 100% virtual for opening school; Erin Berry, 100% virtual for opening schools; Wallace Bakoczy, reopening concerns, supports virtual for opening school; Jackie Lansdale, Red River United, supports expression of democracy, but did not participate in protest today, concerns in returning to the classroom, monitoring concerns, size of local cases of the COVID virus in hospitals, and her charge to protect her members' job and workplace safety; Omari Ho-Sang, safe reopening of schools, emergency legislation to delay the opening of school to after Labor Day; Angela Lee, lack of language access in classroom for deaf children and need for change; Lenora Brewster, need for teachers that can sign and communicate with the deaf students; Katherine Green, student, opposes change to mascot at North Caddo High; and Olivia Stringham, opposes change in mascot at North Caddo High.

### **ESTABLISH THE AGENDA FOR THE AUGUST 18, 2020 CPSB MEETING**

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued. Ms. Trammel announced that Items 6.02-6.03, 8.03, 8.05-8.09 and 13.01 are the consent agenda. *Mrs. Bell moved, seconded by Ms. Green, to approve the agenda and proposed consent agenda for the August 18, 2020 CPSB meeting as presented. Vote on the motion carried.*

### **CONFIRM THE CONSENT AGENDA**

*Mr. Rachal moved, seconded by Mrs. Bowen, to confirm the consent agenda. Vote on the motion carried unanimously.* The following is a summary of the Board's action on the consent agenda items.

6.02 Requests for Leaves. The Board approved the superintendent's recommendations relative to requests for leaves as submitted in the electronic mailout.

6.03 Personnel Transactions (Resignations). The Board approved the personnel transactions reports (resignations) as recommended by staff and submitted in the electronic mailout.

8.03 Consideration of Renewal of Youth Enrichment Program (YEP) Contract. The Board approved renewal of the Youth Enrichment Program (YEP) Contract as recommended by staff and submitted in the electronic mailout.

8.05 Consideration of Sale of Rodessa Property at Appraised Value. The Board approved the sale of the Rodessa Property at the appraised value as submitted in the electronic mailout.

8.06 Consideration of Change in March 2021 Board Meeting Date. The Board approved changing the March 16, 2021 Board meeting to March 23, 2021 as recommended by staff and submitted in the electronic mailout.

8.07 Consideration of Proposed Policy JAA Equal Education Opportunities. The Board approved the proposed Policy JAA Equal Education Opportunities as recommended by legal counsel and submitted in the electronic mailout.

8.08 Consideration of Resolution Designating Bond Counsel and Co-Bond Counsel. The Board approved the following resolution designating Foley & Judell, LLP as lead bond counsel and Mahtook & LaFleur (Lauren Tarver) and Butler Snow LLP (Michael Busada) as co-Bond counsel as recommended by the Insurance and Finance Committee and submitted in the electronic mailout.

#### RESOLUTION

A resolution designating Bond Counsel and Co-Bond Counsel for bonds issued by the Caddo Parish School Board; and providing for other matters in connection therewith.

WHEREAS, this Board issued a Request for Proposals (the "RFP") for bond counsel services; and

WHEREAS, after a thorough evaluation of the RFP responses, this Board desires to designate Bond Counsel and Co-Bond Counsel for bonds issued by and through the Board as hereinafter provided; and

NOW, THEREFORE, BE IT RESOLVED by the Parish School Board of the Parish of Caddo, State of Louisiana:

SECTION 1. This Parish School Board hereby designates Foley & Judell, L.L.P., of New Orleans, Louisiana, as lead Bond Counsel for bonds hereafter issued by the Parish School Board, in accordance with their response to the RFP referenced in the preamble hereto.

SECTION 2. This Parish School Board hereby further designates Mahtook & LaFleur (Lauren Tarver) and Butler Snow L.L.P. (Michael Busada), to serve as Co-Bond Counsel for bonds hereafter issued by the Parish School Board, such firms to serve on an alternating basis with the lead Bond Counsel designated in Section 1 above. Co-Bond Counsel for the first issue of bonds shall be Butler Snow L.L.P., with Mahtook & LaFleur as Co-Bond Counsel for the second issue of bonds, and with said firms continuing to alternate on all subsequent bond issues

8.09 Consideration of Resolution Authorizing Proceeding with Issuance of General Obligation school bonds Authorized at an election held on May 4, 2019 and Designating the Underwriter and Co-Underwriter; and Providing for other Matters in Connection Therewith.

The Board approved the following resolution authorizing proceeding with the next series of General Obligation School Bonds authorized at an election held on May 4, 2019; designating Crews & Associates, Inc. as underwriter and Raymond James & Associates, Inc. as co-underwriter, and providing for other matters in connection therewith as submitted in the electronic mailout.

#### RESOLUTION

A resolution authorizing proceeding with the next series of General Obligation School Bonds authorized at an election held on May 4, 2019; designating the Underwriter and Co-Underwriter; and providing for other matters in connection therewith.

WHEREAS, this Board desires to authorize proceeding with the issuance and sale of the next series of General Obligation School Bonds authorized at an election held on May 4, 2019;

NOW, THEREFORE, BE IT RESOLVED by the Parish School Board of the Parish of Caddo, State of Louisiana:

SECTION 1. This Parish School Board authorizes proceeding with the issuance and sale of the next series of General Obligation School Bonds authorized at the election held May 4, 2019. Crews & Associates, Inc., of Shreveport, Louisiana as Underwriter and Raymond James & Associates, Inc. of New Orleans, Louisiana as Co-Underwriter, are hereby appointed as underwriter and co-underwriter in connection with the issuance and sale of all or any portion of said Bonds, any compensation to be subsequently approved by the Parish School Board by execution of the Bond Purchase Agreement and to be paid from the proceeds of said Bonds and contingent upon the issuance of said Bonds; provided that no compensation shall be due to said underwriter and co-underwriter unless the Bonds are sold and delivered.

13.01 Student Readmission Appeal Hearings. The Board approved the readmission appeal for student NT as recommended by staff and submitted in the electronic mailout and whose parents are in agreement.

### **CONSIDERATION OF RECOMMENDATION TO CHANGE THE NORTH CADDO HIGH SCHOOL MASCOT**

*Mrs. Bell moved, seconded by Mr. Riall, to change the mascot from North Caddo High School Rebels and that the new mascot for North Caddo High School be announced on or before the September 15, 2020 CPSB meeting.*

Mrs. Bell stated her understanding, but because some things cannot be erased, she believes to make things better, it is important to remove things from the past. Mr. Little shared his thoughts/quotes, and his belief that it is time to move forward. Mr. Nations said he heard the comments for weeks on this issue; and though he never lived in the northern part of the parish, those who did and had these experiences have shared this with the Board and is what he must consider. He also believes the majority have indicated they are in favor of changing the mascot, and it is his opinion that the mascot chosen should be the choice of the current students.

Ms. Green said she believes the community has expressed how offensive the mascot is, and she believes this is something that should have been done a long time ago.

*Mr. Riall moved, seconded by Mrs. Bell, to call for the question. Vote on the motion to end debate carried with Board member Rachal opposed.*

Superintendent Goree stated that over the last few weeks, he worked closely with the principal on this issue; and they too agree the recommendation brought forward should speak the voice of the current student body. Over the next few weeks, he reported that will happen and the Board made aware of the mascot recommendation should the motion on the floor pass. He said, as the author of this item, he believes it is the appropriate time to make this change; and it is also important not to lose sight of the wonderful things happening at North Caddo High School and he highlighted those. *Vote on the main motion carried unanimously.*

### **CONSIDERATION OF 2020 MILLAGES**

*Dr. Vinson moved, seconded by Mrs. Bell, to adopt the resolution adopting the following 2020 Millage Rates as recommended by staff and submitted in the electronic mailout.*

	<u>MILLAGE</u>
Constitutional Tax	7.81 mills
Operations and Maintenance	17.00 mills
Operations and Maintenance Support	11.19 mills
Technology Tax	1.27 mills
Salaries & Benefits Tax	20.46 mills
Building & Equipment Tax	6.82 mills
Renovation Tax	5.22 mills
Bond & Interest Tax	5.00 mills

Mr. Rachal asked staff to provide an explanation for the public, and Jeff Howard stated this was a reassessment year and because of the pandemic, our reassessment was down .5%. When this happens, he explained they are not rolled forward, but adjusted by the assessor to the point where the taxes levied will be approximately the same as previous years and we will receive approximately the same amount as we received this year. He also added there is not an opportunity to roll forward since the reassessment did not result in a higher assessment. Mr. Rachal asked if the millages are determined by a particular dollar amount collected and when the assessment is done, if the values are lower, the total amount would be reduced. He clarified taxes will not increase, and the amount they have paid will remain the same. Mr. Howard explained that it depends on how the homeowners' property was valued by the assessor – if it was valued at a lesser amount, then the amount of taxes could be the same. Mr. Rachal asked if commercial or residential property was impacted the most; and Mr. Howard stated the biggest changes were in commercial property from the many businesses closing during the pandemic. Mr. Rachal asked if he understands that because the commercial property values went down, the total dollar amount collected was reduced; and it will be an increase in taxes for homeowners. Mr. Howard stated probably a minimal amount. Mr. Rachal asked what this increase means for someone with a \$200,000 home, and Mr. Howard stated he does not have that information with him. *Vote on the motion to adopt the 2020 millages carried with Mr. Rachal opposed.*

### **SUPERINTENDENT'S REPORT**

Dr. Goree noted 9.05 which is the attendance and discipline guidelines for reopening of schools during COVID 19, and it addresses how the District will account for attendance with a large percentage of the District's enrollment opting to do virtual education. He also said while in the past elementary classes have been large, that will not be the case this year even if all the students returned face to face, as staff is committed to meeting the 25 student threshold required in Phase 2. He also reported on Wednesday, the Department of Health will provide updated numbers which he will share with the Board.

### **ANNOUNCEMENTS AND REQUESTS**

Ms. Trammel recognized Mrs. Bell's and Mr. Riall's birthdays and all wished them a Happy Birthday.

Mrs. Bell asked Dr. Goree if, in the reopening of schools, administration, teachers, staff, cafeteria workers, et.al. are ready and understand that everyone is in this together and will follow the CDC and Department of Health guidelines. Dr. Goree stated we can expect bumps in the road; however, in talking with his staff every day, his staff is relaying to their staffs our commitment to do what needs to be done to insure the children are successful and safe. We are also committed to insure that teachers are safe and understand the options in place to protect them to the greatest extent possible. Dr. Goree also encouraged those who do not feel the support to reach out to their immediate supervisor.

Mr. Rachal requested that staff provide the Board with the numbers received from the Department of Health. He also asked if there is a questionnaire for persons entering campuses/sites relative to their exposure/contact with anyone with COVID. Dr. Goree stated that staff worked on a questionnaire, as well as worked with legal on questions we can and cannot ask. However, at this time, we do not have a questionnaire and with the 14-day campaign, we continue to encourage persons who are ill to stay home, wear a mask, practice hand hygiene and 6-foot distancing. Dr. Goree added that in discussion, it was agreed the information would only be as good as the time you ask the question, and would also include an enormous amount of paper to be collected. Mr. Rachal said he believes it would provide a baseline. Dr. Goree added that through the exposure guidelines there are things in place that will trace this. Mr. Rachal also expressed appreciation to all staff, teachers, everyone who has worked so hard to prepare for the reopening of school, going above and beyond what is required.

Ms. Green expressed her appreciation to Dr. Goree and the Communications Department for assisting parents in linking to Canvas. She also asked if Canvas is the only program being utilized. Dr. Goree said it is and any new program requires time to learn, however, he believes those who have *turned the* corner in the training are excited about the program. Ms. Green asked staff to provide her with a copy of the lease with Southern University for Newton Smith (agreement to use space to practice football) as well as the lease for the space at Newton Smith.

Dr. Vinson thanked the Superintendent and Mr. Burton for responding to his questions regarding the technology. He also asked if a call center has been set up for parents who are having trouble with technology at home, and Dr. Goree said there will be. He also asked about training for parents, and Dr. Goree said there will be opportunity for parents who have chosen virtual learning at home to access training modules that have been pushed out. Dr. Vinson also asked about "pods", and Dr. Goree responded that the Governor's office has set up a conference call around "pods" with community partners; however, the concern is to get into school and be able to determine how many students are participating in person versus virtual. As this is determined, we will look at how the use of "pods" could support children at home. Dr. Vinson also asked about the plan if the numbers drastically increase, and Dr. Goree said he believes we will be more responsible when reopening the schools in practicing the social distancing, hand washing, and wearing masks, which was not seen in districts that reported an immediate increase in positive cases. He also stated that he has visited with other local superintendents in districts that have already reopened, and they have seen great success. Dr. Vinson asked if we are prepared to go all virtual if needed. Dr. Goree confirmed we are and is why the first two weeks of school will focus on making sure every student is as comfortable as possible with the Canvas platform if there is a need to go virtual, as school must continue and students and families held accountable.

Dr. Douzart thanked all the secretaries as well as the Superintendent and his staff for making it easy to answer emails and calls she received.

Mr. Little echoed comments of appreciation to teachers and staff for their extraordinary work preparing for the return to school. He asked staff to provide a follow up on a possible study to self-fund the demolition of Carver, and a follow up with the deaf teachers.

Mr. Albritton thanked Mrs. Lansdale for the position her staff has taken in this process because he knows what we have been through could have been much harder without her support.

Ms. Trammel asked what staff will do to make sure students stay on track and not fall through the cracks with virtual learning. Dr. Goree said the Academic team is building the intervention model to include students at home, and there will be opportunities for virtual students to receive the same interventions as if they were at school. He added a teacher will be assigned to virtual learners, and synchronous opportunities will be created for them to participate in class. Because we are taking grades on everything, there is an automatic indicator when it is necessary to intervene and provide added support. He also asked Board members when they hear something to inform staff so staff can respond. He also reiterated that 9.05 addresses the attendance and discipline guidelines which he and the District Attorney released at a press conference; and from a truancy perspective, we will continue to stress that just because we offer virtual education does not mean you cannot attend class.

**Adjourn.** *Mr. Albritton moved, seconded by Mr. Nations, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 6:00 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**August 18, 2020**  
**CPSB Building, Grounds, and Security Committee**

**Members present** - Chair Tony Nations, Dr. Terence Vinson, Jasmine Green, Don Little and Jeri Bowen. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Mary Trammel, Barry Rachal, Steve Riall, Raymond Green and Dottie Bell; and staff members Jeff Howard, Keith Burton, Patrick Greer, Mary Wood, and Steve White.

Mr. Nations called the meeting to order at approximately 3:00 p.m., and he led the Invocation and Pledge of Allegiance.

**Confirm the Agenda.** *On motion by Mr. Little, second by Mrs. Bowen, the agenda was confirmed as submitted.*

**Update on Vacant Properties.** Superintendent Goree announced that the presentation will be in three sections: (1) vacant/off-line properties, (2) athletic complex updates, and (3) other property opportunities. He stated staff is seeking input from Board members in moving forward; and staff will look to bring something to the Board for consideration next month. He introduced Patrick Greer, chief operations officer, who shared with the committee an update on Caddo Parish School Board vacant properties.

Relative to the vacant/off-line properties, Mr. Greer noted the buildings currently listed with a realtor for sale, including proposals and a pending offer on the Hillsdale facility from SWEPCO. He also highlighted the available sites in need of an action plan which now includes Timmons, Arthur Circle and Mooretown, and staff will be discussing as well as engaging the community in moving forward. Leased buildings were also highlighted with no change since the last update; and repurposed schools include West Shreveport (SPED, 504 and Nursing Program), Central (Attendance, Homeless, and ESL), demolished schools completed (79<sup>th</sup> Street) or pending (Carver, Pine Valley); charters (Linwood); and sold schools.

Dr. Goree also noted that staff is recommending demolishing the M.J. Moore facility due to the vandalism of the facility over the past four years making repairs cost prohibitive; and he would like to hear from the Board on tearing down Barret as well.

Ms. Green asked about selling MJ Moore "as is", and Dr. Goree stated it is currently on the market. Mr. Greer also added that staff continues to hear that because it has been on the market for so long, much of it has "walked away" and it has become a burden to the District to attempt to keep it up with needed repairs. Ms. Green asked when community meetings will take place; and Dr. Goree noted the significant outreach by the Arthur Circle community, and staff hopes to schedule this community meeting in September, working with Board members and their availability in scheduling the meetings in Board members' perspective districts. While some of the available buildings are for sale, he believes the conversation from the community will be that is not what they are necessarily interested in.

Mr. Little asked if demolition has been scheduled for the Carver property, and Mr. Greer responded it has not. Mr. Little stated that, considering the number of people that go out to this vacant facility, and that it is a dangerous site, it would be his recommendation, if the funds are available, that this site be torn down. Steve White clarified that this property is Section 16 land and is not owned by the School board but by the State of Louisiana, and the School Board has the right of use of the land as well as the benefits, i.e. mineral rights. He further explained that if we no longer wish to keep this land, it is not something we could sell, but it would be returned to the State of Louisiana. Mr. White announced that the last amount he received for demolition 8-9 years ago was approximately \$2.8 million, and he explained the cost is due to the dilapidated state of the building with the co-mingling of asbestos materials with the regular building materials, making the entire building site an asbestos cleanup. Mr. White reported on conversations last year with an environmental consultant who said the EPA may allow demolishing it with only a small portion of the cleanup being asbestos related; however, to date, he has not received anything in writing from EPA to this effect. Mr. Nations asked if he understands correctly that the State owns it and Caddo has a usufruct to use it, and Mr. White said that is correct. Mr. Nations asked if the State has any use for it, and Mr. White explained no because throughout the State, every 16<sup>th</sup> section of land is set aside for the local school boards; and while we do not have complete control of it, 97% of the mineral rights come to the School Board. Dr. Goree noted that any demolition costs would come from the Capital Projects; and with other needs, i.e. HVACs, staff has not felt it a priority to spend \$3 million on the demolition.

Mr. Abrams also added that with the Section 16 property, the only thing the District could do is trade it for equal value property; however, this property is the most effective piece of property the School Board has and it has brought in millions of dollars for Caddo Parish throughout the years from the oil and gas revenues. He said while it does need to be

cleaned up, State law requires that we receive the revenue from the property; and he added that he understands it is leased. He also explained that we do not have a usufruct, but it is CPSB Section 16 property for school use. Dr. Goree asked if there was any correlation with this land and minority schools when the land was donated; and Mr. Abrams stated he doesn't believe so, but at that time Carver was dedicated for minorities.

Mr. Little shared his concern that if someone is injured on this property, the School Board could possibly be sued; and he asked if the revenue is self-generating, is it possible to escrow some of the revenue generated from the royalties, as well as available state grants, and used to demolish the building. Staff responded they will follow up on these possibilities.

Mr. Riall asked for clarification on the difference in the cost to demolish Carver versus the cost to demolish the Rodessa property. Mr. White explained that because of the time period Rodessa was built, the classrooms had hardwood floors and the only area with asbestos tile at Rodessa was in the office area and staff had this cleaned up before the building became dilapidated keeping it a minimum cost. Regarding the Pine Valley school/property, he asked staff if the ownership was verified, and Mr. White stated it was.

Ms. Trammel asked about the Carver property and the alumni group's request for placement of a historical site marker, and Mr. White responded we do have it to be placed on the property. She also asked for clarification on the building being dilapidated and we cannot clean it up because of the asbestos. Mr. White explained the job would have been less costly if we had removed the asbestos before it became dilapidated; but the EPA has evaluated it and stated because the materials are co-mingled, the entire site must be considered a hazardous cleanup. She asked about the MJ Moore property and its dilapidated condition and the cost to demolish this facility. Mr. White responded that seven to eight years ago, the estimate was approximately \$400,000.

Mr. Greer highlighted a proposed demolition budget, which included the costs for asbestos abatement, building demolish, pavement demolish for Arthur Circle, MJ Moore, Mooretown, old Northside, Oil City, Timmons, Alexander, Barret and Building 6. Dr. Goree added that in looking at the Arthur Circle facility, if the community were to indicate their desire to not sell the property but tear down the building and make a green space, it could be a situation where we would not demolish the paving.

Mrs. Bell asked if we would retain the mineral rights on these properties, i.e. Rodessa, Oil City. Mr. Abrams explained if Caddo owns the minerals, Caddo keeps the minerals; however, Caddo did not own the mineral rights on the Rodessa property. He further stated that typically if you do not produce minerals, it goes back to the landowner; however, when dealing with schools, this does not apply and we cannot gain or lose them under State law. He explained that several years ago, an inventory on Caddo School Board's properties and minerals was done. Mrs. Bell asked about possibly donating Oil City School or a portion of the facility to Oil City for use as a community center. Mr. Abrams referred to discussion on the possibility of meeting with the community for their input on the future of this facility; because if the community wanted the facility, a joint agreement could be reached. Mrs. Bell asked about donating the facility, and Dr. Goree referenced the District's Strategic Plan with the goal to sell facilities, so he believes at this point, staff is looking for direction. Mr. Riall stated there was a meeting with Oil City Town Council on this, but one problem was Oil City could not afford the upkeep, utilities, etc. on this property.

Mr. Rachal asked about the end game for these properties, and Dr. Goree clarified that the conversation today on these issues is to gather information on possible direction the Board wishes in moving forward. He said the buildings listed for sale will remain for sale, the list of those needing action will depend on the direction the Board wishes, some needing a community meeting before moving forward, etc. Regarding Arthur Circle, Mr. Rachal stated that he has been in communication with past principals, the Broadmoor Neighborhood Association, the Captain Shreve Homeowners Association, City Councilmen, Caddo Parish Commissioners, et.al. regarding this, and all are for converting the space to a park. He said as a school, Arthur Circle did not add any value to homeowners in that area; but a park would bring and add value to each homeowner and the community as a whole; which he believes would be the best choice for this property. Dr. Goree added that staff currently is working with the Board members to schedule community meetings to get feedback before moving forward.

Ms. Green asked that everyone remember the schools in her district were closed first and she would like to see work begin with those and move toward the ones that have recently closed. She also asked about the abatement costs and if this is the amount a buyer would have to pay for the asbestos abatement, and Dr. Goree said it is only an issue if the buyer is going to tear down the school and disturb the asbestos. Dr. Goree also added that the cost listed is not the cost for the property because it is based on fair market value; and the Strategic Plan states we do not accept less than 50% of the fair market value for any of the

District's facilities. Ms. Green asked in the upkeep of the schools closed, how often are the lawns cut. Mr. Greer stated that he and director of maintenance met regarding utilizing outside sources to help keep the grounds properly cut and manicured rather than asking Caddo crews for specialized cuttings. She asked if it is done weekly, bi-weekly, etc. Tommy Smith stated that since last week an outside contractor has been added to address the closed school sites, including the old Northside, and they should be on site every 7 days from March through November. Relative to the safety at these schools, Ms. Green asked if the issue of homeless persons living in vacant facilities has been addressed. Mr. Greer said that Mr. Murry in Security will have patrolmen drive by, and Mr. Smith's crews periodically will check the vacant sites for modifications needed to secure the closed buildings.

Mr. Little asked staff to conduct an in-house feasibility study regarding the self-funding of the demolition of Carver. Dr. Goree reminded the Board that the dollars being talked about today are Capital Fund monies and is where these items would be paid. He also stated he heard from some City and Parish leadership members that they already have too many green spaces to maintain.

Mr. Nations asked if staff is at liberty to share any specific interest in any of the vacant properties. Mr. Greer reported that since being in his current position, he has been in contact with the realtor a couple of times a month for updates.

Future Athletic Upgrades. Mr. Greer announced that in addressing athletic upgrades, it is important to make sure it is a need more than a want. In looking at the tracks at the District high schools, many have deplorable conditions which puts the District's athletic program at a disadvantage, and need addressing. The proposed plan, staff believes, would level the playing field in terms of preparation and training by providing schools with their own asphalt tracks. The list of schools eligible and recommended for the upgrades include Booker T. Washington, Caddo Magnet High, Green Oaks, Huntington, Southwood and Woodlawn. He added the project is currently underway and near completion at North Caddo High. The approximate cost per site is \$150,000, which does not include the cost for any modifications such as drainage needed to avoid premature wear and tear due to the elements. He also added the life of these tracks would be 20-30 years with proper drainage and maintenance. Mr. Greer also noted that the cinder pieces on the current tracks are what was best for tracks 25-30 years ago; however, it is hard to maintain as well as replace it cost effectively.

Regarding the Byrd baseball complex at LSUS, Mr. Greer stated that the cooperative endeavor agreement is due for renewal; and Byrd has exclusive rights to the field, with an expectation to maintain the field as well as enhance the surrounding area and provide the upkeep. At this time there is a gravel road off East Kings Highway allowing access to this area and it is proposed to make this a paved parking area with 75 spaces, which would be a benefit as well as an enhancement. This would also include an area for handicap parking and access to the facility as well. The cost for this proposal is \$457,303.00, and it is a 10-year agreement. Dr. Goree asked for verification of the fact that this is the second time the District has needed to provide upgrades to this facility, and Mr. White confirmed that to be correct. Mr. Greer stated that we are nearing the end of the agreement (December 2021), and it is staff's objective to bring a recommendation to the Board for renewal by December of 2020.

Ms. Green asked how long the asphalt will last, and Mr. Greer stated if properly maintained with proper drainage, they can last 20-30 years. She also asked if the \$150,000 cost includes drainage, and Mr. Greer explained drainage may increase the cost some. Dr. Goree clarified that we would not do it without doing the drainage. Ms. Green asked if the school maintains the track or does the District, and Mr. Greer said it is a joint effort; and there is not a lot of maintenance other than restriping it. Ms. Green asked about the approximately ½ million dollars for the Byrd baseball field and it is on LSUS property. Mr. Greer stated it is a cooperative endeavor agreement in which Byrd has free reign in using it. Ms. Green asked when this will be on the agenda, and Dr. Goree stated in the fall.

Mrs. Bell asked about the tornado that caused damage earlier this year at Huntington and what was done to repair the damage. Mr. White reported that staff put the fencing back around the baseball field, replaced an 80-foot pole, and has plans to demolish the existing concession stand and press box and rebuild them; however, the focus over the summer has been getting classrooms ready for the reopening of school. She also asked if Turner will share use of this facility, and Mr. Greer said yes and it is typically an agreement between the administrators of each campus.

Dr. Vinson asked about the difference between asphalt and rubber; and, Mr. Greer explained asphalt is the pavement material and the rubberized tracks have a more cushion



feel but they cost more. Mr. Greer shared a ballpark estimate of approximately \$750,000 plus per track. Dr. Vinson asked about the lifetime of the rubberized tracks, and Mr. White said approximately seven years with some maintenance and we are currently on year six; and before the track deteriorates, it is important to find any loose spots and replace them before any water gets under the rubberized track which could end in a complete replacement. Dr. Vinson also asked about competitions on asphalt versus rubberized tracks, and Mr. Tisdale explained that as long as the lanes meet the requirements and dimensions, you can hold competitions; and staff will submit new plans to the LHSAA for approval. Dr. Vinson asked staff, once the track at BTW is moving forward, to commit to plans for holding track meets at BTW; and he also asked where BTW students participate in track meets, and Mr. Tisdale stated at Lee Hedges and Northwood. Dr. Vinson asked that staff look at what is needed upfront to allow for track meets to be held at the BTW facility. Dr. Vinson asked about the agreement between Byrd and LSUS and if it can be terminated. Mr. Greer responded that is an option. Dr. Vinson asked what LSUS' investment is in this agreement; and Mr. Greer said nothing other than Byrd has free reign of the field. He asked if LSUS plays on the field, and staff said they do not, only Byrd. Dr. Goree also stated staff has looked at other options, but none have been successful options. The concern is if the District had to construct a facility, it would cost more than what we are paying; and because Byrd's facility is landlocked, you must go off campus to meet this need. Dr. Vinson stated he doesn't necessarily think so when making this type of investment every 10 years. Dr. Goree stated that is what staff is looking for from the Board. Dr. Vinson added it also doesn't make sense when only one school can use the facility when other schools are being overlooked. Mr. Greer clarified that all the other high schools have their own baseball fields on site. Dr. Vinson asked staff to provide him with what is being spent on the other baseball fields.

Mr. Rachal reminded everyone that the Caddo Parish School Board did not pay anything to build the baseball field for Byrd, but the Byrd Athletic Association paid the entire cost. He stated his concern of the conversation over money being spent to maintain the facility which cost the School Board nothing. He also stated his support for the upgrades to the tracks; however, the timing with the budget condition is a concern to him; and he asked what budget will be used. Dr. Goree stated it is a capital projects issue, and the conversation came about when the tracks were in dire need of repair, but the cinder pieces could not be replaced and it is also a safety concern for students. In looking at the options, staff looked at how the District can move forward to provide a better facility that is also cost effective for the District; and all the tracks would not be done at the same time, but staggered with the capital projects dollars. Mr. Rachal also clarified the references to the Captain Shreve track; and this field/track is no longer Shreve's only, but is the Lee Hedges stadium and it serves the entire District. While he likes the plan to address, he also would like to know what will be taken off the list. Dr. Goree said that as schools are off-lined, projects for the off-line schools will be reallocated.

Ms. Trammel asked for clarification of Mr. Rachal's comments and that it is o.k. to do whatever needs done at the C E Byrd Baseball Field at LSUS, but consideration should be given to the other schools as well. Mr. Rachal said he only wants to see how this is affecting other projects.

Mr. Riall asked if the tracks are 440 yards or will we upgrade to 480 meter tracks. Mr. Greer responded that Mr. Tisdale has indicated we would make it as close to the specs as possible. He confirmed if we do not upgrade to 480 meters, we will not be able to hold competitions on them, and Mr. Greer confirmed that to be correct. Mr. Riall asked about the runways for high jump, long jump and pole vault, and Mr. Greer stated that the focus at this time is tracks only.

Mrs. Bell asked if she understands track competitions are held only at Lee Hedges and Northwood, and Mr. Greer confirmed that correct. She asked if once these tracks are fixed, will we be able to hold track meets at the other schools. Mr. Greer said if the specs sent to the State for approval (LHSAA) are deemed appropriate in size, including lanes, etc., they could host meets at their site. She also asked about baseball tournaments, and Mr. Greer said he understands baseball games are held at the schools.

Additional Property Updates. Mr. Greer shared with the committee information on the Norris Ferry property which was purchased for approximately \$300,000; and it recently appraised for approximately \$910,000. He reported a proposal has been submitted by Aramco Corporation to utilize approximately .387 acreage of this property for approximately \$6.00 per square foot (about \$90,000). He said as more details are received, staff will keep the Board updated. Regarding Pine Valley, he shared that the Pine Valley National Historic Society and Institute has submitted a proposal to acquire the property (approximately 13 acres) for \$1.00. Their plan is to attain a clean-up and multipurpose grant at the State and Federal levels and renovate and reconstruct the site to house social programs for senior activities, and STEM activities for the area and community's youth, and they have the

support from local legislators and the Mayor of Rodessa. Staff is recommending, if they can provide proof that they are able to secure and have these funds, that we would be willing to work with our attorneys to support them in this. Mr. Abrams asked if the request is for Caddo to donate this property or sell for \$1.00? Mr. Greer stated they are asking for a nominal fee of \$1.00. Mr. Abrams stated that the School Board cannot do this; and the only way it can be done between governmental agencies is via another agreement.

Dr. Goree clarified that staff is moving forward with the Norris Ferry property and will be bringing something to the Board for action. He also shared with the Board a picture of the old Oak Park property where the building was torn down and the property cleaned up.

Mr. Nations announced that the remainder of the items will be deferred to the meeting on September 1, 2020.

Poll Audience. There were no visitors wishing to address the Board.

**Adjourn.** On motion by Mr. Little, seconded by Ms. Green, the meeting adjourned at approximately 4:20 p.m.

**September 1, 2020**  
**CPSB Executive Committee Work Session**

**Members present:** Mary Trammel, John Albritton and Raymond Green. Also present were Board members Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart (left at approximately 4:53 p.m.), Jeri Bowen, Barry Rachal, Tony Nations and Dottie Bell, Dr. T. Lamar Goree, secretary and Reggie Abrams, legal counsel.

President Mary Trammel called the meeting to order at approximately 4:48 p.m. The prayer and Pledge were omitted.

**PRESENTATIONS**

Caddo Strong Start: The Roadmap to Reopening. Superintendent Goree reminded everyone of the guiding principles used by staff in all the work done to insure best practices for the safety of the students, staffs and families in reopening schools. He reported that staff also focused on the early reading, literacy and numeracy skills of students approaching Grade 3 as well as opportunities for remediation and building curriculum to fill the gaps created when going to an online platform in March. Dr. Goree also noted the focus to build a system where if required to go virtual districtwide, the District would be ready to do so overnight. Being excited about the reopening of school, he believes the very best effort was made, despite the interruption of Hurricane Laura; and staff is working to make sure teachers are provided the support needed to be successful whether in a classroom or virtual.

Academics. Chief Academic Officer Keith Burton applauded the outstanding work during these times of our principals and teachers as well as our instructional staff, and encouraged Board members to recognize them when they see them. He reminded the Board that the focus for teachers during the first nine weeks is to insure all students, whether face-to-face or virtual, learn Canvas; that teachers can create a Zoom, add links into Canvas, mute and unmute students, watch for students raising hands, create a home page on Canvas for students to have easy access to daily lessons, receive student work, provide feedback and post grades; and build daily lessons using three questions: What am I learning today?, How will I learn it?, and How will you and I know I have learned it?

Mr. Burton updated the Board on the technology support provided including 1,409 new iPads plus existing inventory, 1,381 new Chromebooks plus existing inventory, 493 new Laptops plus existing inventory and 125 MiFi (hotspot devices). He explained the distribution priority was #1 to virtual students (from home), #2 to hybrid students, and #3 traditional students and that there was at least one device per family. He also reported on District staff allocated to assist families with no access and updated the Board on the delay of technology orders (over 8,000 Chromebooks and 2,500 Laptops) placed in the Spring, announcing they are expected in the next couple of weeks.

Professional Development provided for teachers also was highlighted, including a demonstration of how teachers can access the many opportunities/topics available through live virtual and on-demand. Mr. Burton also presented virtual learning support opportunities for parents, students and staff relative to Canvas and technology, including contact information and availability of staff for assistance.

Mr. Little thanked staff for the work in transitioning to Canvas and asked about accountability measures in place for the electronic devices, and Mr. Burton explained that staff has the ability to freeze a device at a moment's notice where we can track, turn it into a brick, and report it stolen. Mr. Little also asked if, with the stress teachers are under as they transition back into the classroom, the traditional pressure of content and curriculum has been

reduced on the teachers. Mr. Burton responded “yes and no”, because while we are offering grace during this time, we also know there are students who have no time to waste, and we are making sure we are balancing high expectations with reasonableness. Mr. Little stated many teachers are there because they are passionate about teaching, but this is the most difficult year with the added administrative pressures of managing an entirely new environment. He also asked about enrollment numbers, and Mr. Burton stated that Mr. Greer will provide this in his update. Mr. Little asked in what phase will schools return to a normal model, and will we be able to transition to traditional. Dr. Goree stated we don’t know if we will ever be able to return to what we once knew as normal; however, if the question is when will all children be invited to return to the school, he doesn’t believe this can be defined in a phase. Relative to the uncomfortableness of teachers, and as we progress through the phases, Dr. Goree reported on a call where it was reported that children 18 and under would be one of the last groups offered the vaccine when it becomes available. At this time, staff is gearing up to make the model we are in work for this school year. Mr. Little asked if the cost for Canvas and the new technology will be reimbursed from Cares Act funds, and Mr. Burton confirmed that to be correct.

Mrs. Bell thanked the staff and asked about families with multiple children, all in school, and different grade levels, and will all the children have devices. Mr. Burton verified that staff estimated and ordered ample devices so the District can provide a 1:1 for prek through 12<sup>th</sup> grade. Once we receive all devices, every student should have a device; however, until we receive them, we are working with these situations and the principal should contact their school director for assistance. Mrs. Bell applauded staff for what has been made available to the parents, but she continues to receive calls from parents not knowing what to do. Mr. Burton reiterated steps staff took to inform parents, including JCalls, telephone calls, social media, as well as the traditional ways the schools communicate with parents. Mrs. Bell encouraged getting this information to everyone. She also asked if every child in the classroom has a device, and Mr. Burton responded yes in the majority of the schools; however, there may be classes that do not because of the large number of virtual students. In those situations, staff is making sure there are class sets, that labs can be scheduled, or devices rotated through the classroom. Mrs. Bell asked about students who are suspended being able to continue classes virtually; and Mr. Burton responded while we do not need to punish the student from learning, we can punish them from coming to the school. He also stated that with the virtual, learning can continue when school is dismissed for inclement weather.

Ms. Green asked for clarification on the MiFi and the number utilized, and Mr. Burton stated 125. She also asked if any are in her area, and he said yes and where they are being utilized. She also shared a visit to one of her schools and how the teachers expressed their desire to have their students in the classroom. Ms. Green asked if lessons are being recorded and Mr. Burton said they are so students who do not have the ability to watch it live (may be at day care), will be able to access the lessons in the evening. Ms. Green expressed appreciation to staff for the system put into place and the smooth start of this school year.

Mr. Rachal asked that visits be scheduled for Board members to see firsthand how learning is taking place, and several Board members indicated their interest in being included. Mr. Rachal also asked if this is an opportunity to do away with textbooks, and Mr. Burton stated this has been happening and schools now have the freedom to use textbook allotments to purchase technology rather than sets of textbooks for the classroom. Mr. Rachal asked if staff envisions more virtual school opportunities in the future, i.e. 2022-23 school year; and Mr. Burton responded as teachers see it work, they are amazed as well and the Superintendent did not tie a model to a phase of opening because he wanted to continue this where it worked well and make adjustments as needed. Dr. Goree added that in looking at 2022-23, he sees more options and variety; and in looking at how it all works in a choice

system, this is yet another choice for parents. He also noted that if this pandemic had occurred in 2000, the District would not have been prepared to operate because the technology advancement was not available. Mr. Rachal asked how many existing devices did the District have, and Mr. Burton stated he will provide a spread sheet with this information. Mr. Rachal also asked if Cares funds are paying for the full cost of the devices; and Mr. Burton confirmed that correct, but we will need to be prepared, as the devices purchased now begin to age, to have a maintenance and replacement plan.

Ms. Trammel asked about a QR Code so a child can access lessons, and Mr. Burton said they should contact his office and he explained what the QR Code is and what it allows. She also asked about home assignments, and Mr. Burton clarified two weeks of flexibility are in place for everyone to get comfortable with the set up and using the technology. She asked if we surveyed homes as to what their technology needs were, and Mr. Burton said we did; and anyone needing technology at home had to sign a contract that they received it and what their responsibility was in receiving it at home. He also confirmed that if homes had personal devices they wished to use, they could, including any tablets, gaming devices, etc. Regarding a family of six children and only one device, Mr. Burton clarified that from the beginning principals were instructed they would have to make allowances for those situations until all devices are received and distributed. She also commended the Child Nutrition Program for their hard work and efforts in distributing the meals.

Mrs. Bowen asked if the numbers of students logging in daily are increasing; and Mr. Burton said staff is seeing more families logging into Canvas as well as more virtual families wanting to return their children to school. Dr. Goree also reminded the Board that the virtual numbers when we started were at 54%; however, even though they are not clean numbers, they are down to approximately 43%.

Operations. Mr. Greer reviewed the following protocols put into place in preparation for reopening schools and building sites across the District: providing masks for everyone to wear, providing contactless thermometers for daily temperatures, distributing disinfectant supplies, gloves and wipes for use in daily cleanings, setting up hand sanitizer stations in schools, building sites and buses; installing water-filling stations versus drinking fountains, and purchasing electrostatic sprayers and staff training for using them.

Relative to enrollment numbers, Mr. Greer announced the Attendance Department is working an enrollment blitz, which began on August 24<sup>th</sup> and will run through September 4<sup>th</sup>. He expressed appreciation to the District's Communications team for providing timely communication to parents on the importance of parents enrolling their children. Mr. Greer also noted the assistance and partnership with the District Attorney in using TASC (Truancy Assessment and Services Center) in providing a satellite location for parents/legal guardians to complete enrollments. From August 24<sup>th</sup> through August 31<sup>st</sup>, Mr. Greer announced the Attendance Department enrolled 505 students through this process.

Mr. Rachal expressed his amazement at all staff has done during this time of starting school during this pandemic. Dr. Goree expressed his appreciation for the principals, administrative staffs and teachers on the campuses because the initiatives in place were developed with them and their input on implementation.

Mrs. Bell asked how often are students' temperatures taken, and Mr. Greer explained that principals have the flexibility with the recommendation of once when they (students as well as staffs) arrive on the campus and then as often as needed, and definitely when staff recognizes that a student is experiencing symptoms. Mrs. Bell inquired about the temporary buildings on campuses and how these protocols are followed. Mr. Greer reported that

none of the principals have indicated it to be a problem, but as students move from the main building to temporary buildings, they are taking advantage of hand sanitizer stations set up as they leave the main building. Also, some schools have decided to purchase additional hand-sanitizing stations. Mrs. Bell asked if the 505 students are new students to the parish, and Mr. Greer stated they are mostly new students to the parish. Mrs. Bell also noted the great job food service has done in providing meals, because 20 years ago, we would not have been able to provide the meals to students as we have during this time. She noted this opportunity definitely has shown just how important every person's job is and it is everyone working together.

Mr. Little echoed the comments made and noted how well received the water fill stations have been. Mr. Little asked about the enrollment numbers by school compared to what the numbers were when schools went into quarantine in March, and Mr. Greer stated staff has only looked at the roll-up numbers because this is new territory when it comes to accounting for the students that are not actually in the building. While he is aware the number might be dynamic, Mr. Little said he believes each school knows, each teacher knows the students assigned to their class and there is an unofficial number which could reflect how down the numbers are from this time last year. Dr. Goree stated that any data around the numbers is considered "dirty" at this time and it would be counterproductive to share it. He reported that today was the first day staff required the schools to turn in a number; and staff must make sure that the number turned in includes the virtual students with the in-person students, and staff is working diligently to clean up this data. He did report that as quickly as this is done, he will share this with the Board; and announced the next number report will be Wednesday after Labor Day, which is a time when the District typically sees an influx of students. He did state that the preK numbers are historically low, and staff is developing systems to work with these families to, at a minimum, enroll them in a virtual platform. Further, he stated staff would be further along in the process had it not been for the hurricane. Mr. Little asked if we are fully staffed at this time, and Dr. Goree stated we are not and announced that in October Human Resources will bring their annual report to the Board. At this time, he added we are staffed to the point we may have to move persons and could possibly have a certified teacher in every classroom.

Mr. Riall asked about changes in transportation relative to responsibility and that rosters are given to the schools on pickups and deliveries, bus number, and the principal is responsible for making certain that students get on the correct bus. Mr. Greer said that is correct and is the process that has been in place. He also asked about K-8 or 4-8 schools where some students go to school every day and some are on hybrid schedules and if there are any complications with this. Mr. Greer responded that staff has not received any reports that it is not working.

Mr. Nations noted the incredible opportunity given the District to show what can be done when the situation calls for it. He echoed comments from fellow Board members on the Yeoman's job staff has done and that he, too, believes things may never return to what we once called normal. He did share that the public needs to be educated on what the District has done to meet the needs during this crisis; and hopefully, as a result, garner support from across the community. He also encouraged the use of Board members to get this information out.

Ms. Trammel asked about the number of children not in school and will it be handled in a hands-on manner. Mr. Greer responded that it will. She also shared her remembrance when employed in the District that there was always an influx of students following Labor Day; and if this happens and parents want their child(ren) to return to the building, will it be a problem, and Dr. Gore reported that in visiting 24 campuses, he did not see a campus that could not absorb additional face-to-face learners. She also asked about exceptionally large classes in some schools and classes that only have a few

face-to-face students. Dr. Goree said in all situations, protocols are in place and children even in k-2 are wearing masks even though it is not required. Ms. Trammel also expressed appreciation to staff for a job well done.

President Trammel called for a five-minute recess at approximately 6:08 p.m. and the executive committee meeting reconvened at approximately 6:15 p.m.

### **ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA FOR THE SEPTEMBER 15, 2020 CPSB MEETING**

Superintendent Goree highlighted items for the Board's consideration at the September 15, 2020 CPSB meeting and the following discussion ensued.

#### Authorization to Enter into Cooperative Agreement with Caddo-Bossier Parishes Port Commission, City of Shreveport and Parish of Caddo.

Mr. Abrams explained that this is an agreement to do a disparity study, which the City, Parish, and Commission voted last year to fund. He said there was a proposal and these entities are putting up \$300,000 to determine if there has been discrimination in how work has been done or how work is submitted for minority vendors to do in the various agencies. The School Board did not put up any money for this, but they have agreed to include the School Board in the study. This agreement would include an analysis of each organization; and for the disparity study to be used, it must prove there was some disparity by a particular agency. He further explained an RFP will be put out for someone to do this study.

Mrs. Bell asked for clarification that this group will analyze the School Board to determine if there has been any disparity in our fair share program. Mr. Abrams specified they will analyze each entity separately and it will not be just fair share, but the study will look at all the purchasing done throughout the years to determine if there has been any disparity. It doesn't evaluate a program, but the entire purchasing done in each agency. He said the RFP will place a proposal in front of everyone on the scope of the entire study. This agreement states everyone is in agreement to do the RFP. Mrs. Bell asked if a committee will be set up, and Mr. Abrams said it will not be a committee, but the group that conducts the study will report their findings to each agency's Board/Council.

Mr. Little asked for clarification on the ultimate goal of the disparity study and will the District expose itself to legal action if there is a determination there was any disparity, as he believes it is not legal to have race-based economics. Mr. Abrams stated this study makes it legal to use race based if there has been a disparity. Also, to use a disparity study, it must show there has been a race based discrimination in the past in order to utilize it to determine any percentages, holdbacks, or quotas and not assume there has been any disparity. He added the disparity study also determines capacity; and if you do not have capacity, you cannot have disparity. A part of the process will be to determine if there is capacity to do the particular work and not just if there has been fewer numbers of minority vendors or construction companies. Mr. Little stated that as he understands Federal Law, there cannot be a race-based determination, and Mr. Abrams stated that is not true, but a disparity study must be done in order to use race based; and if you do not have a study, you can never have race based. A disparity study must determine there is discrimination, and in order to correct it, use the disparity study to set up a quota system; but, he added it is very difficult to prove disparity.

Dr. Vinson asked about current data on where the system is relative to how much business we do with minorities. Superintendent Goree stated that we track our data through Operation Caddo which is based on economically disadvantaged businesses and not on race. Mr. Abrams confirmed that we have Operation Caddo, which is a non-race-based program, but a program

that determines how we do construction contracts, and how we utilize different vendors. He further explained that the program is not race based, but requires in the contracts/bids that contractors would solicit vendors that are Opportunity Caddo certified; and if a contractor does not solicit these vendors, they could be non-responsive on the bid, meaning the contractor is not trying to work within the District's program. He further stated if the contractor is not using Opportunity Caddo certified vendors, staff can follow up as to why they are not using them. Dr. Vinson requested staff provide him with information that would tell him that out of 10 contracts, 2 are minority, and Mr. Abrams explained that is the issue and you cannot set quotas without the study that says there have been disparities. Dr. Goree clarified that staff tracks use of economically disadvantaged businesses, which does not mean they are minority owned, and we do have that data.

Mrs. Bell asked staff when did the Board vote to have Opportunity Caddo and no longer have Fair Share, and Mr. Abrams stated it was only a name change from Fair Share to Opportunity Caddo, not a change in the program. She stated she does have some questions and would like to meet on this.

Mr. Rachal asked if there are any issues or perceived issues? Dr. Goree stated that when this came forward, we were not aware of any issues; however, the only way to determine if there are any disparities is through the study. He further stated that the School Board was asked to pay to be a part of the study; and at that time, staff did not feel the District had the resources to justify doing so. However, in speaking to not having the financial responsibility, it can only help insure that our processes are fair. Mr. Rachal asked if after the process they find some disparity, does he understand correctly that Opportunity Caddo could change and we have to hire contractors based on race even if they are not the most qualified. Mr. Abrams clarified that is not necessarily what follows, but it means the study has been done and the District could possibly do something like this; however, normally if sued we would have to show the disparity study to verify the decision made. Otherwise, the District would have no defense in coming up with any quota. The study can be utilized as data to show that historically there has been some type of discrimination; and if it is something 20 years ago, the courts could say it is not relevant at this time. He also explained that the organization hired to conduct the study will represent several governmental agencies, and it could be done in numerous ways. He also said while we may use the same vendors, the vendors used by the City are totally different from what Caddo Parish uses. Mr. Rachal asked if he understands that once we have the disparity study, we can use it as our defense; but, we also could be put in a position of not choosing the most qualified vendor or best bid, but required to hire minorities. Mr. Abrams responded correct on using the study as our defense, but it is not correct that we would be in a position of having to hire a minority vendor even if they are not the most qualified or they had the best bid; and you would not have to change the District's current policy as it is constitutional. The Board could, if it wants to do so, change its policy because of some things in the past; but if the change is race based and if someone wants to challenge a percentage, the study would be used to prove the District acted in good faith to do what the study says and what the courts have said we can do.

Ms. Trammel stated that the bid process includes qualifications, and when someone bids on a project, staff may determine based on the qualifications, that someone is not qualified to do the job, but qualifications do not depend on race or ethnicity. Mr. Abrams said that is correct and you want to be able to say a contractor is being hired that can perform the work and the contractor must have the qualifications to do the work.

Mr. Riall noted the many "economically disadvantaged" businesses that do not want to do business with us or any government entity; because, they do not want to deal with all that the bid process entails.



Mr. Little asked if there is a statute of limitation on this, and at what point can the response be "that was under a different administration"? Mr. Abrams stated it can go back further than 10 years and there could have been discrimination even further back than 10 years; but if discrimination did happen in the past and the Board wants to now fix it, and set quotas, the Board would announce that would be done in the future for a period of time, and the Board could only do so in using it as a defense, and it is not about someone suing the District because they did not get something in the past. Mr. Little said realistically if the disparity study determines that in the 70s there were discriminatory practices and policies in place, why would we be penalized today. Mr. Abrams responded the Board would not be penalized; and if the Board chooses to make changes and set quotas, that is a Board's decision and not a penalty.

Mrs. Bell stated that some businesses are small, some are owned by women, some are owned by minorities, and they can all apply; and no matter how far back the study goes, we will be able to see if there is a problem; and if so, do something about it. She supports doing the study.

Consideration of CPSB Granting of a Servitude, or right-of-way, across 0.387 acre portion of School Board land located on Norris Ferry Road in south Caddo Parish. Mr. Rachal asked how much did the District pay for this land which was purchased prior to anyone currently serving on the Board, and Mr. Greer stated the purchase price of this land (20 acres) was \$300,000. Mr. Rachal stated we paid 34 cents per square foot, and asked how much are we getting for the use of the .387 acre portion, and Mr. Greer said \$6.00 per square foot, and we maintain ownership. Mr. Rachal expressed appreciation to staff for their work in this.

President Trammel announced the following as the consent agenda: Items 8.02-8.06 and 13.01. *Mr. Albritton moved, seconded by Mr. Green, to approve the proposed agenda and consent agenda for the September 15, 2020 CPSB meeting as presented. Vote on the motion carried.*

## **ANNOUNCEMENTS**

Ms. Green thanked staff for the smooth opening of school and the great job on the virtual "Ring the Bell" ceremony to open school. She also asked Board members to remember the family of Minion Jackson, Green Oaks student killed last week.

Ms. Trammel invited Board members and staff to a Back to School prayer meeting at 6:30 p.m. at Peaceful Rest Church on Wednesday, September 2<sup>nd</sup>.

Mr. Nations shared an update on visits to schools in District 10 on the opening day of school.

**Adjournment.** *Mr. Albritton moved, seconded by Mr. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:55 p.m.*

**September 1, 2020  
CPSB Special Session**

**Members present:** Steve Riall, Jasmine Green (arrived at 4:42 p.m.), Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Superintendent Lamar Goree and Legal Counsel Reggie Abrams.

President Trammel called the meeting to order at approximately 4:30 p.m. and a quorum was present. Barry Rachal led the invocation and Pledge of Allegiance.

**VISITORS**

Jon Glover, clarification on vote (roll call).

**CONSIDERATION OF RESOLUTION AUTHORIZING BOARD PRESIDENT TO EXECUTE DOCUMENTS FOR TRANSFERRING OF HILLSDALE TO SOUTHWESTERN ELECTRIC POWER COMPANY**

*Mr. Rachal moved, seconded by Mr. Riall, to approve resolution authorizing the Board President to execute documents for the transferring of Hillsdale to Southwestern Electric Power Company.*

Mr. Rachal expressed his thankfulness for success in finding a buyer for this property and that the property will be used and maintained to the benefit of Caddo Parish. Mrs. Bell also expressed her thankfulness for this sale. Mr. Nations asked if these funds are designated toward a specific purpose. Dr. Goree explained the monies from the sale will go into the Capital Projects fund for the upkeep of Caddo's other school facilities. Mr. Little asked if, in the contract, Caddo retains the mineral rights, and staff verified that we did. Mr. Abrams also reminded the Board that it approved an option (in February) to sell this property for \$700,000 and this is only authorizing the Board President to execute the documents.

*Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Albritton moved, seconded by Mr. Little, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 4:47 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**September 15, 2020  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green (arrived at approximately 4:37 p.m.), Dr. Terence Vinson, Don Little, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Dr. Bonita Douzart was absent. Also present were T. Lamar Goree, Ph.D., Secretary and Reginald Abrams, General Counsel.

President Trammel called the September 15, 2020 CPSB meeting to order at approximately 4:30 p.m. and a quorum was present. Board member Barry Rachal led the invocation and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE AUGUST 18, 2020 AND SEPTEMBER 1, 2020 CPSB MEETINGS**

*Mr. Albritton moved, seconded by Mr. Riall, approval of the minutes of the August 18, 2020 and September 1, 2020 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**PRESENTATIONS AND RECOGNITIONS**

**Presentation.** Board Member Riall introduced North Caddo High School Principal Annie Cherry and students Olivia Stringham and Katherine Green who were entrusted over the past month to lead the process for identifying a new mascot for North Caddo High School. He also recognized achievements at North Caddo under Ms. Cherry's leadership, including moving from a "C" to an "A" school. Ms. Cherry thanked the Board for the opportunity afforded the students at North Caddo to choose their new mascot. Olivia Stringham, Junior and Vice President of the Student Council, and Katherine Green, Senior, shared with the Board the process the Student Committee followed to receive ideas from anyone wanting to submit one, and how all ideas were narrowed to the top three. The top three suggested mascots were the Chargers, the Titans, and the Grizzlies and following the vote, they announced the new mascot will be the Titans.

Superintendent Goree commended Ms. Cherry for her leadership not only at the school academically, but also in the community in this matter. He also commended the students for their leadership in the process to name the new mascot for North Caddo.

**Visitors.** The following visitors addressed the Board on matters of concern: (1) Jackie Lansdale, president of Red River United, not reporting positive Covid cases to teachers, shortage of custodial staff and supplies, additional responsibilities placed on teachers, not cleaning of ventilation, balancing virtual and in class teaching, lack of needed technology and training, and petition to the Board to insure its commitment to their safety and ability to do their jobs without undue burdens; Jon Glover, continued concern for the boys and girls who lag behind, not being able to address items on consent, School Board's purpose; and (3) Dawn Jordan, Caddo Association of Educators, staying in virtual/hybrid model, concerns with all students returning to classroom, under reported Covid 19 cases in schools and employees not being notified, need for more sanitation, and ample technology.

**ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA**

Superintendent Goree highlighted items for the Board's consideration and discussion followed. President Trammel announced that the following items are on consent: 6.02-6.04, 8.02-8.06, and 13.01. *Mr. Albritton moved, seconded by Mr. Riall, to establish the agenda and the proposed consent agenda for the September 15, 2020 CPSB meeting as presented. Vote on the motion carried.*

**CONFIRM THE CONSENT AGENDA**

*Mrs. Bell moved, seconded by Ms. Green, to confirm the consent agenda. Vote on the motion carried.* The following is a summary of the Board's action on the consent agenda items.

6.02 Personnel Transaction Report-Resignations-August, 2020. The Board approved the personnel transaction report (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Administrative Contract Renewal September 2020. The Board approved administrative contract renewals as recommended by staff and submitted in the electronic mailout.

6.04 Request for Leaves. The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

8.02 Consideration of Mental Health Interagency Agreements and Contracts. The Board approved the mental health interagency agreements and contracts as recommended by staff and submitted in the electronic mailout.

8.03 Consideration of Department of Exceptional Children 2020-2021 Interagency Agreements and Contracts. The Board approved the Department of Exceptional Children 2020-2021 interagency agreements and contracts as recommended by staff and submitted in the electronic mailout.

8.04 Authorization to Enter into Cooperative Agreement with Caddo-Bossier Parishes Port Commission, City of Shreveport and Parish of Caddo. The Board authorized entering into a Cooperative Agreement with the Caddo-Bossier Parishes Port Commission, City of Shreveport and Parish of Caddo for a disparity study as submitted in the electronic mailout.

8.05 Consideration of CPSB Granting of a Servitude, or right-of-way, across 0.387 acre portion of School Board land located on Norris Ferry Road in south Caddo Parish. The Board approved granting a servitude, or right-of-way, across 0.387 acre portion of School Board land located on Norris Ferry Road in south Caddo Parish as recommended by staff and submitted in the electronic mailout.

8.06 Consideration of Proposed Revisions to Caddo's Personnel Evaluation Plan. The Board approved the proposed revisions to Caddo's Personnel Evaluation Plan as recommended by staff and submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings. The Board approve readmission appeals for students JJ and KR as recommended by staff and submitted in the electronic mailout and whose parents are in agreement.

## **SUPERINTENDENT'S REPORT**

Superintendent Goree announced that the Cenergistics' monthly report and Human Resources updates are provided for the Board's information.

## **BOARD MEMBER ANNOUNCEMENTS AND REQUESTS**

Mr. Rachal asked that staff report to the Board on the questions asked and a snapshot of needs for each facility.

Ms. Green reiterated Mr. Rachal's and the employee organizations' comments relative to the cleaning/sanitizing of areas and asked that more information be provided on how often cleaning is taking place.

Mr. Albritton said he believes we owe it to the public to report the number of cases and how well the plan is working. He also expressed concern that teachers are buying their own equipment, as well as every child not having what they need.

Mrs. Bell asked staff to provide information on who is responsible for taking temperatures as well as who is responsible when children have a temperature and are sent to the office. She reported she received calls that children sent to the office are returned to the classroom.

Mr. Little as a point of clarification stated that he understood electronic devices were held up due to violations against the manufacturer.

Ms. Trammel also asked for an update on the issues brought to the Board today and how they are addressed.

Mrs. Bowen asked if we decide to return everyone to school, will there be a log of the cleaning being done.

Mr. Rachal announced that he had the honor to read to students at University Elementary School today and he observed that the students were excited to be in school.

Ms. Green stated that if the decision is made to return to school, she would want to keep her schools on the current schedule.

## **EXECUTIVE SESSION**

13.02 Litigation Update: Alexandra Nicole Trenor v. Caddo Parish School Board, Suit No.: 613956B. *Mr. Albritton moved, seconded by Ms. Green, to go into executive session for*

*approximately 15 minutes. Vote on the motion carried, and the Board went into executive session at approximately 5:12 p.m. The Board reconvened in open session at 5:28 p.m.*

*Mr. Albritton moved, seconded by Mr. Rachal to authorize resolution of the matter in accordance with the recommendations of staff and legal counsel. Vote on the motion carried with Board members Riall opposed and Board members J Green, Dr. Vinson, Little, Trammel, R Green, Bowen, Rachal, Albritton and Bell supporting the motion. Mr. Nations abstained.*

**Adjournment.** *Ms. Green moved, seconded by Mr. Rachal, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:30 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**October 6, 2020**  
**CPSB Building, Grounds, and Security Committee**

**Members present** - Chair Tony Nations, Dr. Terence Vinson, Jasmine Green, Don Little and Jeri Bowen. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Mary Trammel, Steve Riall, Raymond Green, John Albritton and Dottie Bell; and staff members Keith Burton, Patrick Greer, Leisa Woolfolk, and Mary Wood.

Mr. Nations called the meeting to order at approximately 3:05 p.m., and he led the Invocation and Pledge of Allegiance.

**Confirm the Agenda.** *On motion by Ms. Green, second by Mrs. Bowen, the agenda was confirmed as submitted.*

**Possible Demolitions.** Superintendent Goree announced that Chief Operations Officer Patrick Greer will bring to the Board information as a continuation from the last Building, Grounds & Security Committee meeting as well as a continuation of work in the Strategic Plan. He announced that at the end of the presentation, staff is requesting of the committee motions needed to advance recommendations to the Board for consideration. Mr. Greer updated the Committee on property transactions on closed sites reporting closing on the Rodessa property for \$20,000 (netting \$19,000) and the Hillsdale property for \$700,000 (netting \$664,595.75). Regarding the MJ Moore property, Mr. Greer stated that since the August 18<sup>th</sup> meeting, staff had conversations and since it has been on the market, the site has become an eyesore in the community as a result of people entering, stealing, tearing up this facility. Dr. Goree added that even before the closure, there were serious foundation problems in the school and all the copper wiring has been stolen. Mr. Greer outlined the breakdown of the \$400,000 cost to demolish this facility; and once this is done, staff hopes someone will find the property more attractive for opportunities to purchase. Timeline for demolition will be one to two months.

Mr. Nations asked for clarification on the location of this property, and if any interest has been shown in the property. Mr. Greer reported that the last conversation with the realtor indicated she did have some dialogue with an interested party who was waiting on some government funding and he made her aware of possible conversations around demolition.

Mr. Little asked about the process in determining which facilities will be demolished first. Dr. Goree said this was not outlined in the current Strategic Plan but there was a goal of bringing approximately two to three schools for these capital project monies. He added this building has been offline the longest, and is why staff is bringing this recommendation. He further stated that as the District begins the revamp process of its Strategic Plan, there will need to be a process in place. Mr. Little asked if it has been offline longer than the property on Ellerbe Road; and Dr. Goree clarified there is no property on Ellerbe, but a building (Carver), and the asbestos abatement for this facility creates a new challenge and is partially why staff is looking at other means (grant dollars) to cover the demolition since it is a Section 8 property. He also noted other similar buildings (one-room schools) in the Parish that are completely dilapidated but the asbestos cleanup is the issue.

Mr. Green said he doesn't believe there is anything that could be put at this facility based on the building's conditions and noted that Mr. Cleveland White had taken it upon himself to clean up the debris, etc. Also, while he believes the grounds have been cut, he still doesn't believe it is in the condition where someone would be interested in purchasing it; and we would be spending much more money than it is worth if we repaired it to the point someone would be interested in purchasing it.

Ms. Trammel asked about the value of the property once the property is cleared. Mr. Greer stated it would be the land value.

Mr. Little referenced prior discussion relative to risks and exposures on properties, and he believes it is on the District to minimize risks where we can, even though it may be expensive, and be good stewards of the property we have, maintaining them and making them presentable for marketing. Mr. Greer clarified the value in June of 2018 was \$1,153,000, which is when the property was listed, and it has been on the market since. He also clarified that the value of the land is \$546,000.

Following discussion, *Dr. Vinson moved, seconded by Mrs. Bowen, that the Building, Grounds, and Security Committee recommend to the Board the demolition of M J Moore utilizing funds from Capital Projects. Vote on the motion carried.*

**Athletic Facilities Upgrades.** Mr. Greer reminded the Committee about previous conversation to install asphalt tracks at six high schools (BTW, Magnet High, Green Oaks, Huntington, Southwood, Woodlawn) for the purpose of upgrading their practice facilities.

He also referenced conversation at the August 18 meeting on what would make these tracks competitive tracks, and staff's focus since discussions began is to make them more amenable for practice and so field trips do not have to be planned for them to go to another track for practice on a competition type surface in preparation for competitions. He shared pictures of the current facilities including the current work to upgrade the North Caddo track. He said if approved, the timeline for completion would be the Summer of 2021. Cost for each school would be approximately \$150,000 or approximately \$900,000 for the six schools.

Ms. Green stated it was brought to her attention that the track is not long enough to be a competitive track and asked how much more it would take above the \$150,000 to make these tracks competitive. Mr. Greer explained that staff did not explore extending the track to competition size, and again that the focus was to make sure every school had an appropriate track surface to run on in preparation for competitions. Ms. Green added she is grateful but brings this because she continues to hear from her constituents about a stadium.

Mr. Little asked for the Board's thoughts relative to opening this up and advertising to determine if there may be any private capital interested in sponsoring a track facility or restoration project in exchange for naming rights to such a facility.

Dr. Vinson said he believes this would be a great idea, but questioned why we would ask someone to do a capital campaign after the project has been built. He said stated he is in favor of a competition track in the middle of the city (Booker T. Washington High School); and he noted two young ladies that went to State practicing/running on the current tracks, and his belief that if they had a competition type track to practice on, they may have brought home the state championship. He said he favors doing a capital campaign and building a state-of-the-art track field in the middle of the city for the inner city kids that everyone can participate on. *Dr. Vinson moved to amend the proposal brought by staff to move forward with the exception of the \$150,000 for BTW and that it be leveraged to build a competition track at Booker T. Washington High School in addition to a capital fund raising campaign in conjunction with the track.*

Ms. Trammel asked for clarification if this motion would stop upgrades to the other tracks. Dr. Vinson clarified that he is not saying hold up any other project; but he is asking that the Board support doing the others simultaneously while doing a major national marketing campaign and use the \$150,000 seed money as leverage to get the remaining funds needed to get a competition track for the City of Shreveport in the inner city. Dr. Goree asked if he understands Dr. Vinson is asking to look outside of what staff is doing and raise the capital needed to build a competition track and set the \$150,000 toward it. Dr. Goree agreed with the idea and noted that with the Byrd baseball field, the Byrd alumni was very active in this project; however, he does not want to commit staff because staff does not have the capacity to raise the kind of money needed outside of leveraging a tax. And, if the Board chooses to entertain a tax to support this, staff could support it. Mr. Nations asked Mr. Greer if, in what Dr. Vinson is proposing, the upgrades could be done and any enhancement above that could be done subsequent to the initial work. Mr. Greer stated he believes it would become a detriment to the other tracks; and he reminded the Committee that what staff is proposing is to honor the requests that have come directly from the schools. Dr. Vinson stated he believes Mr. Greer has the best experience in what he (Dr. Vinson) is talking about because Mr. Greer led a school, and he asked Mr. Greer if when he was principal did he submit any facility upgrades. Mr. Greer said he did not because he was aware of requests made prior to his arrival as principal and was told that at the time the school was not amenable to the possibility of their school becoming a district-used site. Dr. Vinson asked Mr. Greer his opinion; and Mr. Greer said if he was approached he would have been for it because at that time he thought as a principal; however, in his current position he must look at the overall picture and the factor of if this is a want or a need. Currently, the District has two competition style tracks that are serving the purpose for what we need. Thus, at this time, the proposal addresses providing practice tracks at these schools.

Dr. Goree added in speaking on behalf of staff in his capacity as superintendent, staff has no issue with anyone raising the funds and bringing them for the project; and from an equity perspective, staff will be glad to set aside the \$150,000 budgeted for BTW for this project. However, if staff is required to do this, typically it is done by leveraging a tax. Dr. Vinson suggested and encouraged the Superintendent and Board look into a fund-raising arm for the system to actively search for grants and leverage dollars for facilities such as Booker T. Washington that are on the National Historic Registry. He said he still wishes to offer an *amendment to build the competition track, leveraging \$150,000 we already have and that the superintendent use this to pull in additional dollars.* Ms. Trammel asked for clarification as there are other schools in the proposal brought, and if Dr. Vinson is asking to hold the \$150,000 for Booker T. Washington until the amount needed to build a competition track is received. Mr. Nations stated his support of the original proposal presented, and

noted that the estimate of over \$2 million to build a competition track would be a future project, and would not hold up moving forward on the remaining tracks at the schools presented. He said at this time, the proposed amendment does not have a second. Dr. Vinson asked Mr. Greer to explain the \$2 million cost, and Mr. Greer stated the track only would cost \$931,000, which includes \$116,000 for fees, \$613,000 for the track, and \$202,622 for field events (shot put, long jump, etc. areas).

Mr. Green shared that he was contacted regarding these tracks and one is considered luxury and the other not. He said there are a number of students who graduated from these schools that he believes would put up money to do what is wanted if the track is named for them in their honor. Again, Dr. Goree stated staff's support of this because it was the same for the Byrd project; however, he asked for clarification on who is being asked to advertise this – staff or the Board.

Ms. Green asked if seeking outside funding will be done collectively for Caddo Parish Schools; because typically when securing outside funding, money is donated where the donor wishes it to go, which may mean her school with a smaller alumni may go lacking and not get the same support. She suggested moving forward with the \$150,000 and do what needs to be done and have conversation about what can be done in the future. Dr. Goree said while staff understands, staff is trying to get laptops for children and does not have the capacity to take on additional fund-raising opportunities. While it is his responsibility to implement what the Board charges staff to do, these type fund-raising opportunities have been most successful when the alumni or a specific group interested in a specific school takes on the fund-raising. He further stated that staff's efforts to raise support for the schools is through local tax dollars; and while there are school districts with 501(c)3 organizations, they also have a staff to manage those; and if staff is asked to do this, he would come to the Board with the need for additional staff support.

Mr. Abrams stated his concern that there is a discussion with no motion on the table.

Mrs. Bell stated that after the discussion at the last meeting, she went to the principal and walked the track; and she and the principal are excited about getting a new track; so she doesn't want anything to hold up the school getting this upgrade. She also reported that she meets with her principals about their needs; and because the District has two competition tracks meeting the need at this time, she believes we should support the proposal brought to get these schools upgraded tracks for their teams to practice on.

Ms. Trammel asked Dr. Vinson about sending this idea of a competition track and field to the long-term planning committee, move forward with the proposal, and provide Booker T. Washington with a needed practice track. Dr. Vinson again said he has made a motion to amend the proposal; and if there is not a motion, he would like to do so at the appropriate time. He added he is not saying hold up any project, but use the \$150,000 (for Booker T. Washington) as leverage to get private dollars (alumni, community) and conduct a marketing campaign for a state-of-the-art facility to be built in the inner city with the committee and Board's commitment. Ms. Trammel asked if she understands he only wants to hold the \$150,000 for Booker T. Washington, and not do anything at this time at BTW, and Dr. Vinson confirmed that to be correct and that the money is held and earmarked as leverage with other community stakeholders to move the project forward with the committee and Board's support. He added that students cannot practice on these asphalt tracks, and he agrees with Mrs. Bell that the school needs a marquis; and the District just closed a school that had \$300,000 in the budget so the school should have the marquis. He again clarified he does not want to hold up any projects at Woodlawn, Southwood, Green Oaks, Huntington, Caddo Magnet or BTW, but only leverage the dollars for BTW to build a state-of-the-art facility in the inner city.

Mrs. Bell asked Dr. Vinson for information on his reference to the \$300,000 and her school should have its marquis.

*Mr. Little moved, seconded by Mrs. Bowen, to recommend to the Board approval of the proposal brought forth by staff.*

*Dr. Vinson moved, seconded by Ms. Green, to amend the original motion to move forward with the \$150,000 for all tracks in the proposal except for BTW and that the \$150,000 be held from the Capital Outlay Project in a fund that could grow and be used as leverage toward building a competition track at Booker T Washington High School. Ms. Green asked Mr. Abrams to verify that this can be done; and Mr. Abrams said he can recommend that this amount be held, but not leveraging, because that is a finance issue. Additional money raised to add to it would be a donation to the Board for a particular project; and if approved, the Board can revisit it and change the use of the funds for something else.*



Dr. Vinson requested a roll call vote, and Attorney Abrams explained you do not do a roll call vote.

*Vote on the amended motion to hold the \$150,000 for BTW in order to build a competition track in the inner city at Booker T. Washington carried with Committee members Jasmine Green and Dr. Terence Vinson in favor, Tony Nations opposed, and Don Little and Jeri Bowen abstained. Mr. Abrams explained that the abstentions go with the majority vote, thus the amended motion passed and will go to the Board for consideration.*

Mr. Little called for a point of order and requested a revote based on the motion as stated because the original motion was unclear and his vote will be different. Mr. Nations stated that should the amendment pass he assumes the upgrades will be simultaneous, and BTW. Mr. Abrams clarified that a motion can be made to reconsider if made by someone on the prevailing side, and Mr. Little was on the prevailing side through abstention. Ms. Green asked for clarification that the amended motion holds the funds for BTW only, and it was confirmed to be correct.

Mr. Nations called for a revote on the amended motion and *the amended motion failed with Committee members Jasmine Green and Dr. Terence Vinson supporting the motion and Committee members Tony Nations, Jeri Bowen and Don Little opposed.*

*Vote on the original motion to recommend to the Board approval of the proposal brought forth by staff for the six tracks, \$150,000 each and a total of \$900,000. Vote on the motion carried with Committee members Jasmine Green, Don Little, Jeri Bowen and Tony Nations supporting the motion and with there being no opposing vote, Mr. Nations stated his assumption that Dr. Vinson was abstaining.*

C. E. Byrd Baseball Complex. Mr. Greer announced staff is bringing a proposed second extension to the original agreement with LSUS for the Byrd baseball field as the first extension to the original agreement will end in December 2021; and this renewal would extend the cooperative agreement through 2030. He clarified misinformation that LSUS was directing this and that their expectations are only that we take care of the facility. Further, the Byrd administration and athletic program have decided on what is needed would be the parking lot proposed in this renewal. The cost would be approximately \$457,000. With the consent at the last committee meeting for staff to explore other options on properties owned by the District, Mr. Greer shared information on properties available, if the properties were viable options, and the cost to the District to build a facility. After looking at these options, including the current location for 20 years, staff proposes that the Board consider allowing staff to move forward with further negotiations with LSUS for the renewal of the cooperative agreement with LSUS for the Byrd Baseball Field.

*Mr. Little moved, seconded by Mrs. Bowen, to recommend to the Board authorizing staff to move forward with further negotiation with LSUS for the renewal of the cooperative agreement as presented.* Mr. Little stated that after meetings and looking at all options, he agrees this is the best option. Dr. Vinson asked Mr. Little who all looked at every option possible, because he was not in on any conversations. Mr. Little explained that staff explored options; and while this was contrary to his initial perception, this is done in the public sector; and after exploring other options which were all more expensive, he believes this is the best option and the option recommended by staff, the principal, the coach, the Booster Club and other families and community leaders. Dr. Vinson stated the Committee just denied a motion to take care of the District's own property and now supports giving one-half a million dollars to someone for property we do not own. Mr. Little stated that he did not deny improvements on someone else's property, but he believes the same goal can be achieved on the previous motion with a lot less. Dr. Vinson asked if he is comfortable spending one-half a million dollars on someone else's property. Mr. Little responded that it is the recommendation of every involved party. Dr. Vinson asked Mr. Little if he does not think it a better option to spend \$1.2 million on property you own, and Mr. Little said after looking at the factors and every option possible, this is the least expensive option. Dr. Vinson asked if anyone else will be able to play on this field? Dr. Goree stated that Byrd is the only high school with a baseball program that does not have a facility on site, so it is designed exclusively for the Byrd baseball team. Dr. Vinson asked about the policy if a school does not have a program and there are students from that school who wish to play. Mr. Greer stated it has never been policy that a student is registered and attends one school, they would not play a sport at another school. Dr. Goree responded it may be possible they could apply for a transfer through the District's Attendance Department to a school with a program. He added most of the high schools had the available land, and if there was not a facility, you would have the land to build one. Byrd is the only one that does not have the land on site. Dr. Vinson asked why other schools are not allowed to play at this particular site. Mr. Greer responded that at this time there is no need for them to play at another site because every other school has their own complex on their own campus. Dr. Vinson asked if a school chose to play on the Byrd field because it is a bigger

game, or any other reason, why can't they. Dr. Goree said he is not saying they can't and probably could happen in certain situations, but they would need to work with the athletic program at Byrd High School and there is language in the agreement to address this. Mr. Abrams clarified that the agreement is to be utilized by Byrd at LSUS; and while there originally was an LSUS baseball field, there are now two fields, one being for Byrd as a result of improvements by Byrd, as well as the alumni and the Caddo Parish School System over the past 20 years. He further stated it is LSU's property and they maintain who shall have access on the property, and it was very particular about not wanting people on the field when they should not and they do have security concerns relative to the materials, equipment, etc. at different areas at the school. This has always been an exclusive arrangement and the original contract stated that LSUS had priority, but the agreement was changed so Byrd now has the priority and we are to maintain the roads going in and the parking has limited access. He said if there is a conflict between the use of the two facilities, one must work with the athletic director to make sure everything happens as in the agreement because of liability issues. He does believe if a request came forth that it would be something that could be worked out.

Mr. Nations noted that a lot of work went into this cooperative endeavor agreement, the proposal from staff entailed a lot work, and the school is located in Mr. Little's district, and asked for a motion. Dr. Vinson asked for the total investment in this site? Mr. Abrams stated he believes somewhere in the neighborhood of \$300,000 over the past 20 years. Mr. Little added that many of the improvements come from private donations. Dr. Goree stated that the only thing Caddo has done is the lights and staff will get this number for Dr. Vinson. Dr. Vinson asked about the cost of electricity, and Mr. Greer explained that we are on a separate meter and the bill goes directly to Byrd's account. Dr. Vinson implored the Board to look into addressing the lights at BTW stadium, and he asked Mr. Greer why we would do this and overlook a stadium we own. Mr. Greer responded that reference to the items mentioned and needed at BTW, the process is the principal turns in their capital projects list every year with their top three priorities and works with their school director. Dr. Vinson asked how did tracks get on the list without principals putting them on the list, and Dr. Goree clarified that the project to upgrade the tracks is approximately 5 years old and came from the community (ladies in the communities that walk on the tracks in the summer). Staff has worked on this project for five years and this is something done in addition to the priority list; and staff works diligently to save funds so when there are special initiatives such as this, those funds can be rolled into the project. Dr. Vinson asked where are the monies coming from, and Dr. Goree responded next year's capital projects. Dr. Vinson asked about the process for capital projects and Mr. Greer explained the timeline given to principals each school year to complete their capital projects request for the coming year, identifying three priority areas they wish addressed on their campus. Dr. Vinson asked if we are telling principals what to put on their list, and Dr. Goree said that is not correct and staff can provide a list of everything Principal Barnes has put on her list. Dr. Vinson said he is talking about Byrd and wants to know when did we request this from them. Dr. Goree explained that is a two-year conversation, because Byrd has played baseball there for 20 years and for the past two years, staff has held discussions on the Byrd situation because the current agreement would be ending. He further stated that if Covid had not happened in the spring, something would have been brought to the committee in the spring, but that date was pushed back. Dr. Vinson asked why it is the best, because he would rather invest \$1.2 million in something I owned rather than \$1/2 million in something I do not own. Dr. Goree added that motion can be made by the Board; however, at this time, staff has looked this and the immediate needs of the school. Also, while he would agree, staff has looked at the various properties and determined the proposal brought is the best for meeting the need. Dr. Vinson offered an amendment to change the contract and indicate that every student in Caddo Parish can utilize this field.

Mr. Little clarified that if the Board does not approve of the proposed agreement, Byrd will not have a place to play baseball. Mrs. Bowen also noted that she has attended baseball games at the complex that were between teams other than Byrd, so she is aware that Byrd has been accommodating in others using the field. Dr. Vinson said he would feel better if it is included in the agreement. Dr. Vinson stated for the record, he is for Byrd High School having its own stadium. *Dr. Vinson moved that the contract be amended to state that every school in Caddo Parish can utilize this baseball field working with the athletic director at LSUS.* In response to Dr. Vinson's motion, Mr. Nations asked if this is an appropriate amendment. Mr. Abrams explained that he has worked on this contract for more than a month, and it has been presented to the bodies who must approve it. Now what was to be an exclusive contract is one where every school/every student can use this facility. He believes this would be an approval for LSUS; and LSUS has agreed to every amendment recommended with the exception of making it a 20-year contract; and if it is not approved by the October meeting, we could run out of time.

Mr. Nations reiterated that every other high school in Caddo has their own baseball facility and this is an opportunity to enter into an agreement for 10 years at an average cost of \$45,000 a year, and he believes the benefits are well worth the investment.

Chair Nations called for a second on the motion to amend the contract, and *the motion to amend the contract failed for lack of a second. Dr. Vinson moved that the original motion be amended to include BTW receiving the upgrades needed regarding lights, the sound system, and painting of the visitors section. The motion failed for lack of a second.*

*Vote on the original motion carried with Committee members Little, Bowen, J Green and Nations supporting the motion, and Dr. Vinson opposed.*

Additional Property Updates. Mr. Greer reported that staff is waiting on servitude amounts on the Norris Ferry Road property because staff was informed it would not be the original amount of original square footage. Staff will keep the Board apprised.

Poll Audience. The following visitors addressed the Board on interests/concerns: Fredrick Henson, 3503 Del Rio, president of BTW Alumni, research and his concerns relative to asphalt tracks, the number of layers of asphalt, and their safety, as well as lights for the BTW stadium.

**Adjourn.** *On motion by Ms. Green, second by Mrs. Bowen, the meeting adjourned at approximately 4:40 p.m.*

**October 6, 2020**  
**CPSB Executive Committee Work Session**

**Members present:** Mary Trammel, John Albritton and Raymond Green. Also present were Board members Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Jeri Bowen, Barry Rachal, Tony Nations and Dottie Bell, Dr. T. Lamar Goree, secretary and Reggie Abrams, legal counsel.

President Mary Trammel called the meeting to order at approximately 4:40 p.m. Tony Nations led the prayer and Pledge of Allegiance.

**PRESENTATIONS**

Annual Report/Update on ReImagine Caddo: A Plan for Excellence. Superintendent Goree introduced Carolyn Spaht-Gonzalez, who shared with the Board an update on the 5<sup>th</sup> year of the District's 5-year Strategic Plan, noting the difference in this year's report as the District has now completed the five-year plan. She explained that since the District only completed three quarters of the 2019-20 year plan, she spent most of the time looking at the difference between where the District was (the beginning of the Strategic Plan) in 2015-16 and how the District ended in 2020. She recapped the process of creating a rubric which includes the objectives, action steps, etc., and she did not do the Strategic Plan last year, but it was a third party and she came to evaluate based on the documentation received from the Cabinet members' updates, data and documentation for all the objectives and action steps. She then reviewed the results for 19-20 and looked at all five years, and created a binder of all the backup documentation provided. She said if she had to say just one thing, it would be that Caddo Public Schools, because of the Board's leadership, the Superintendent's leadership and the staffs' work is in a substantially better place, both operationally and academically, than it was five years ago.

Mrs. Spaht-Gonzalez reported that in the last five years, Caddo had the highest graduation in history, there were no D or F high schools for the first time in history, and there was a stronger recruiting and retaining of teachers (not only in numbers of teachers with 0-4 years' experience, but also in the amount of specific, intentional recruiting activities). She reported there were fewer incidents of crime in schools and better communication and customer service. In addition to the results innovation, which almost always has been green, she noted that STEM, Caddo Virtual Academy, more technology in schools, professional development more tailored, well planned, and implemented in the schools have been successful in meeting the needs in the schools. She added that Best Practice processes focused on cost savings; and while the financial part of the plan has not been strong, changes were made to focus on this and cut the cost in half (i.e. use of vacant school buildings, energy savings, pro-active rather than reactive maintenance, filling vacancies with surplus, reducing health care costs) which allowed for raises, etc. over the 5-year period. Mrs. Spaht-Gonzalez also added that changes in Best Practices resulted in departments knowing where they are and being better able to track and analyze information and data.

She noted that five years ago the superintendent asked her to not sugar-coat anything, but give it to him, to the Board, and the community straight which trickled down and created greater transparency and trust to both internal and external stakeholders. She said reasons include organized communication (pushing out a lot of positive stories), open meetings with the community, and dedicated, passionate and competent leaders beginning with the Board. Mrs. Spaht-Gonzalez shared the outstanding issues of the District's financial state being "red" every year, the early literacy, and the parental engagement, noting that the metric was not a good one and has been a struggle for the Zone schools and others.

Following the overview, she shared with the Board an update on where the District was in 2014-15 and where it is now (using the 2018-19 data in some cases because of the need to look at a full year of data). She added that she also looked at the trends over the past four years and noted the objectives and the outcome of students coming to kindergarten less and less prepared every year. The percentage of grades 3 through 8 being proficient on the LEAP increased slightly, and she believes if the data for 19-20 were available, it would have been higher. The graduation rate was significantly higher in 2017-18 and significantly better than five years ago. Regarding the fiscal, the fund balance to expenditures has reduced each year (last year it was 5.5) and this is the first in five years that we have seen it go up, and hopefully this is a trend that it is going in the opposite direction. She also stated that the S&P rating was down-graded a couple of years ago and that it still remains at A+.

Regarding HR and PD, she reported that vacancies have shown slight improvement (number has been reduced slightly) and that the numbers reflect the full 2018-19 school year and certified went up and classified went down (for the three quarters). Under Innovation, there was no STEM initiative in 14-15 and no Virtual Academy, and the District now has both. Regarding student computer devices, she stressed how important this is since it affects learning and testing directly; while the District began with a 7:1 ratio, since staff met its objective of 2:1, they created a new objective. She also reported that in the objective of assigning of programs to a campus and making sure the name of the school and its programs offered match, this is something staff, because of everything on the plate, did not get to.

Mrs. Spaht-Gonzalez reported that Operations were green across the board, and she reported that the goal for the initiative of on-time delivery of buses was 98% (up slightly), at fault bus accidents decreased, substitute drivers increased (which effects on-time delivery), and school repair work orders and energy costs showed substantial improvement. While five years ago the District basically had no action plan for the vacant school buildings, Operations now has almost all of them with the only hold out being in dealing with the community. She also noted goals relative to capacity, consolidation of school buildings, reduction of property, crime and suspensions, meaning that the schools are significantly safer and pleasant for the students.

Relative to marketing, she reported that marketing, communications and parental engagement were before only required in Title I schools and now all schools have a plan that includes strategic partnerships. Also, the number of positive stories has increased to 76% from 30% and is measured by a third party; and increased trust and customer service has been seen.

In summary, she reiterated that 80% of the objectives (approximately 26) showed improvement over the past five years, and if the District got higher than that, it would possibly mean the District is not shooting high enough.

In revamping of the Strategic Plan for 2021-24 (three years), Mrs. Spaht-Gonzalez stated that while she did not do the last one, she is helping to facilitate this one and shared how she believes the structure should be. She said areas we learned from in the last Plan will be used in building the Plan for the next three years, and the new Plan will have districtwide core values and districtwide goals, which the last Plan did not have. Also, even though equity is an area that is always on the Board's, Superintendent's and staff's minds, it was not specific in the last Plan and is something that will be in the next Plan and will drive a lot of the work. Theory of action (what needs to happen to make sure all the work is in sync) will be a central part of the Plan and the new Plan will begin in the 2021-22 school year. Mrs. Spaht-Gonzalez highlighted the old timeline for revamping the Plan and presenting to the Board in July; and the updated timeline (as a result of the Pandemic) for meetings with the community and focus groups for input in putting together the new Plan and bringing a draft plan to the Board in May.

Superintendent Goree commented on the focus for a three-year plan versus five years with much of the conversation around the District's ever-changing financial stability to ensure we design a plan that would help the District reach some of the financial goals quicker. He also noted, based on COVID, that the three-year plan from an Academic perspective will allow opportunity to reset the benchmark. Dr. Goree said while last year the plan was to work with the Board between January and May to develop a plan, now we have a longer window to insure the validity and fidelity of the information received for use in the development of a plan. He reiterated how committed he and the staff are to being transparent and thanked Mrs. Spaht-Gonzalez for her help in pushing staff through the Strategic Plan to do its best possible work.

Mrs. Bell thanked Mrs. Spaht-Gonzalez for the great report and asked about the preK numbers of those not ready and do we need more preK classes. Mrs. Spaht-Gonzalez stated her belief that if every child could get into preschool, and she knows it is easier said than done because of the expense, it would help tremendously; however, she believes there are ways to partner with other preschool programs in place and raise the quality of education. Dr. Goree said in staff's diligent work to find Caddo's children, the District conducted aggressive preK roundups, and while we do have available preK seats in Caddo; the need in this area is still great. As a result, staff will spend a lot of time over the next months to make sure we are tapping into our community partners who are willing and able to provide assistance in generating support for the preK seats.

Mr. Nations thanked Mrs. Spaht-Gonzalez for the presentation and stated he is pleased with the data, which is reflective of the hard work and progress made. He asked her to share the best way to disseminate this information to the public so they can understand and appreciate it, and what are the plans for engaging the remaining focus groups. She said her favorite way to disseminate information is through presentations such as today's, and she understands the difficulty to do so because of COVID. However, she encouraged pushing the information out to the media and taking advantage of opportunities to share the information, whether virtually or face to face, on the strides the District has made over the past five years. Mr. Nations expressed his desire to host an event for educating the public on the progress made.

Ms. Green asked if *Let's Talk* is the only means of reaching out to the community for public input. Mrs. Spaht-Gonzalez stated because of COVID, they will continue with small group Zoom meetings, as well as being strategic in the specific information we want to receive from them, allowing everyone interested to speak. She added *Let's Talk* will be used to reach a broader community.

Mr. Rachal reiterated the accomplishments of increasing the graduation rates despite the difficult situations, and that Caddo has no D or F high schools. He also asked that the original target be added to the different areas, and stressed the importance of making the public aware of this information.

Mr. Little noted quality measures used in health care, and how the District's internal baseline is we are measuring ourselves against ourselves; and he asked if there is a way to index and measure it against other educational cohorts. While the last Strategic Plan did not do this, Mrs. Spaht-Gonzalez stated it is a great idea for the new Plan. Dr. Goree said staff does that internally as well as neighboring districts and mostly large urban systems, i.e. EBR, Jefferson and Orleans parishes as a gauge to see how well we are doing. Mr. Little also asked about the "check book" program that offers full fiscal transparency, i.e. Lafayette, and every expenditure is publically accessible on the website and updated daily which he believes helps organizations build trust in the community as well as focus on areas of waste. Mrs. Spaht-Gonzalez responded she has not seen a district who has implemented this program, and she would need to look further.

Referencing Mr. Little's comments, Mr. Rachal noted his request, upon returning from a national conference, to conduct an economic study of the public education system. He added that every system that has done this, or the ones he found, the public had a greater understanding of the value the school system brings when requests were made for a bond or other type request for revenue.

Dr. Goree expressed his appreciation to staff for the hard work over the past five years, and thanked the Board for its unanimous support in implementing many of the initiatives brought forth to move data for children in Caddo. He also thanked Mrs. Spaht-Gonzalez for her efforts in keeping the staff honest and presenting a very transparent picture to the community.

Human Resources Annual Report. Chief Human Resource Officer Leisa Woolfolk and the HR team shared with the Board an update on the work completed by the HR Department under the leadership of Diane Atkins in the 2019-20 school year, and the work of the HR Department during the summer and thus far this school year. Mrs. Woolfolk reported the Teach Caddo Team in Professional Development focused on the four main objectives of the Strategic Plan to include reducing vacancies by 10% annually, increasing the retention of certified and classified employees within the 0-3 years of employment, and reducing surplus and overstaffing annually. Results included an increase in reducing vacancies by 21% during the 19-20 school year (classified and certified), retentions in certified increased by 2%, and retentions in classified increased by 6%.

Mrs. Woolfolk, via video, introduced the Human Resources team members who are committed to recruiting, developing and retaining a competent diverse workforce that will meet the needs of every school and all departments within the Caddo Parish School System. She stated they are also committed to creating a culture that develops the talents of the employees and provides a stable workforce. The mission of Human Resources is to provide a positive customer service experience that emphasizes high quality services as each is hired into the system or if the employee is one who has been in the system and retiring after 30 years of service in the system. HR directors shared with the Board specific responsibilities of each area (certified and classified).

Staff shared ways in which new teachers were welcomed during the Pandemic and packets provided on the many professional development opportunities to help them prepare for the new school year which included materials for the classroom as well as materials relative to their employment, i.e. insurance, benefits packages, and organization information. She also announced that a new web page was developed to better inform employees on everything that is available. Mrs. Woolfolk shared that the 55 schools are staffed, and staff continues to work to insure that all Core subject classes are filled with certified teachers. Presently that number is 26 schools with 100% Core classrooms filled with certified teachers, 26 schools with 90% and 3 schools at 87-88%. Relative to long-term subs, she also stated that classes that do not have a certified Core teacher have a long-term substitute and noted those on the sub list who are in a certification program and working toward their certification.

HR also shared that the District employed 176 new teachers for the 2020-21 school year, having interviewed via Zoom, and Mrs. Woolfolk reported on the 155 elementary certified transfers for assignment changes, and 103 in secondary, as well as classified employees (paras, et.al.) resulting from the consolidation of three schools. She also reported that hiring processes were updated to online, principals now talk with their executive directors and HR administrators concerning real time data, commitment letters are used in the Target and Zone schools in an effort to retain certified teachers, classified and certified job fairs were held, Praxis prep and support provided for long-term subs, and out-of-parish recruitment took place. She further stated that college and university partnerships with Grambling, Louisiana Tech, LSU, NSU, ULM and Southern University provided placement of 35 student teachers and residents in 18 Caddo schools. Mrs. Woolfolk also announced the Caddo Teaching Academy, a two-year certification program that focuses on placing teachers in high need areas, just opened applications for the next cohort, and the District is recruiting for elementary with special emphasis on middle and high school to meet the need for teachers in the Core areas of special education, math and science. She reported the District's master mentor program provides school-based support for new teachers and is guided by the LDOE specialized training in the community. Also, special education courses are being added to help meet the needs in this critical area, with 24 having completed this add on certification for special education. Additional training includes the mentor supervision of student teacher training.

After meeting with Mrs. Spaht-Gonzalez, Mrs. Woolfolk announced that the two things HR will add to its goals are "Leadership Development" and "more professional development for classified employees". She further reported that with the shortage of substitutes resulting from COVID, HR has changed the criteria to widen this area to require a high school diploma and the training at the school as opposed to 60 hours of college credit. Since bus drivers do not currently have opportunities to work field trips, and because of the shortage of custodians, HR has distributed information offering bus drivers the opportunity to sanitize and clean the schools when a sub custodian is not available, allowing them to earn extra money. Also, subs can now accept substitute positions via an app on their phone and principals can utilize the app when in need of a sub, which is a feature developed through the Aesop program at no additional cost. Mrs. Woolfolk also stressed the department's continued desire and work to provide accurate data in the functions of the department relative to payroll and other employment issues, and they will continue a multi-level plan to address recruitment, development and retention of Caddo's employees as outlined in the Strategic Plan.

In hearing from constituents, HR has worked to address those things they continue to hear from them relative to applying for a job and they have now placed a kiosk in the Central Office foyer allowing personnel to assist them with completing applications. Staff has also continued to meet the needs and questions employees had during the Pandemic by making available 15-minute virtual sessions for employees with the EAP program as well as HR employees getting out of the office and into the classrooms to determine how HR can better assist with the needs of the teachers and employees.

Dr. Goree noted the improvement over the past five years in this area and looking forward to the implementation of the new initiatives brought forth from Mrs. Woolfolk.

Mr. Albritton asked about milestones within the goals to know if they are being accomplished. Mrs. Woolfolk cited the example of the benchmarks relative to payroll and staff is working with payroll to decrease the number of errors, utilizing error reports, and training on catching those errors, as well as increasing retention of new

teachers by asking those that complete the Caddo Teaching Academy program to sign a three-year commitment.

Mrs. Bell asked about the vacancies and cited an example of a vacancy in a Core subject and a sub used to fill that vacancy. Mrs. Woolfolk stated that Dr. Karen Peace, Caddo's recruiter, is working with these situations to make sure the areas are covered. Dr. Goree added that some positions (vacancies) principals may have held because of the number of virtual students, and as students began to return to the classroom, if they had to give up a position, they could give up a vacancy. Mrs. Woolfolk added that some of the long-term subs are retired teachers who may have certification in the areas they are serving as a sub. She also reported Dr. Peace and the Caddo Teach Team met with LSUHSC about the possibility of recruiting students with a math or science degree that did not get into med school to teach in Caddo.

Mr. Rachal noted the percentage of all Caddo schools and 26 schools having 100% of their Core subjects filled with certified teachers in math, science and social studies. He added there are only three schools below 90% and the lowest is 87%, and this report five years ago was nowhere near this. He believes the recruiting efforts are working, and she confirmed they are and the administrators are now out in the schools building relationships with new principals and supporting them in placing the best in front of the boys and girls. Dr. Goree also noted the culmination of services and the fact that Operations, Academics and HR coming together as a team is what it takes to produce the type data reported today. Relative to recruitment, Mr. Rachal asked about specific schools, and Mrs. Woolfolk explained staff is targeting five schools that opened with a number of vacancies over the past four years to look at the pattern and develop an action plan to address the issues.

Mrs. Trammel noted the concern Board members had several years ago with the numbers and percentages and asked about the three vacancies at Woodlawn Leadership Academy. Mrs. Woolfolk responded that staff is working on this situation, and has hired one JROTC instructor, and there are JROTC instructors working as subs until staff receives their salary letter (MIP) from the military.

Annual Update on Opportunity Caddo. Lisa Lloyd, director of purchasing, shared with the Board the progresses and successes in the Opportunity Caddo Program, and the ideas for continuing to provide opportunities to the community business partners. Ms. Lloyd briefly highlighted the goals of the Opportunity Caddo Program as defined by policy, including the work done to support the goals, noting the purpose to enhance economic development within the community through the growth and development of small and disadvantaged businesses. She said this means the staff will work to increase the inclusion of economically disadvantaged businesses in doing business with the School Board by taking steps to increase their participation. She explained that for a business to be considered economically disadvantaged, 51% or more of the company, or 51% or more of the stock of a company, must be owned by economically disadvantaged individuals. Or, a percentage less than that 51% of the company is owned by an economically disadvantaged person, but they run the business on a daily basis. The economically disadvantaged persons are those whose ability to compete in business has been impaired by lack of opportunity as compared to others in that particular line of business. She further explained that some of the reasons for impairment can be race, sex, or physical disabilities that translate into the jargon often heard as woman-owned or minority owned business.

Ms. Lloyd noted the variety of tools that staff uses to promote the success of these businesses, including an easily accessible directory of vendors for use by staff, school staff and the public, work to increase exposure and provide more opportunities to vendor partners with state agencies, the state, other local government agencies, sister school districts, as well as small business initiatives. She further stated that this is done by posting partner bids, taking and giving recommendations for businesses, and providing networking avenues to insure the right business is able to connect with the right opportunity. Training and education also are used by Caddo's purchasing staff in partnering with the City of Shreveport's Fair Share program, with the Northwest Louisiana Chapter of NIGP, providing classes, man booths, making informational presentations on how to do business with the Caddo Parish School Board office, participate in lunch and learn sessions hosted by the Chamber of Commerce and pass along information on Legislative changes, requirements and bidding and training opportunities available. The Purchasing Department also promotes Opportunity Caddo businesses to the staff, especially school building funds where schools have flexibility in the types of items they purchase, which is often a starting point for these businesses.



In looking at the 2019-20 school year, Ms. Lloyd reported spending a total of \$52 million through the District's financial platform business, which includes General Fund, Capital Projects, Bond money, Title I money, all grants and funds that come through the system. Of this \$52 million, 96% of the money spent (or \$50 million) was offered through some type of public bid process (quotes, bids, RFPs, state contract) which shows the opportunities made available for businesses to bid. Of the \$50 million available to spend, \$6.1 million was spent with Opportunity Caddo vendors, representing approximately 11.5% of that expenditure, which is an increase of over 100% since the last report. She added that many of the successes that have contributed to this increased percentage come through the Capital Projects Departments, and the initiatives put into place to support small and economically disadvantaged businesses are bearing fruit.

Steve White addressed specific successes in Capital Projects, and announced that the rate which the Capital Projects Department is utilizing Caddo Opportunity certified vendors through the available bond funds, spending approximately \$7.7 million, with \$1.8 million being Opportunity Caddo expenditures (24% of the 25% goal). And, the Capital Projects fund expended approximately \$14.8 million, and \$2.2 million was with Opportunity Caddo vendors (15%). The total from both funds is \$22.5 million, and approximately \$4 million was spent with OC vendors or 18% utilization.

Mrs. Bell asked for clarification on the problem of disadvantaged businesses not getting the percentage they should, what is the problem of disadvantaged (minority) businesses not getting more projects. Ms. Lloyd explained that specifically speaking about minority businesses, staff looks at what is best for the school system as well as taking advantage of volume discounts from certain vendors, or capacities for vendors to supply the quantities needed. She further explained that if there is a specific item they provide, the opportunity is there and staff will do anything it can to support them in completing paperwork and providing suppliers, and believes we have made strides in this area. Mrs. Bell asked if vendors are aware of the guidelines, and Ms. Lloyd explained staff conducts trainings, workshops, online interactive training, online content, telephone calls, mock bids, reverse trade shows to assist in their participation. Mrs. Bell asked about Capital Projects under \$50,000, and Mr. White explained the Louisiana Public Bid Law has a bid limit. Everything under a bid limit (as defined by the State of Louisiana) does not have to be formally advertised but can be informal quotes, which does not eliminate the requirement of a bond and insurance and allows the selection of three to five vendors to bid in a limited pool. Mrs. Bell thanked staff for explaining the process, which will help her answer questions when she receives calls. Mr. White added they also put together a front-end package included with every set of specifications made; and this package includes all the forms for the bond, required insurance, etc.

Ms. Lloyd also noted that with the smaller businesses, a lot of it has to do with relationships; and if staff is aware of a smaller vendor desiring to provide a service (which does not have to be bid), and is an opportunity to help the small vendor and save the district money, staff works to build those relationships.

Mrs. Bowen asked if growth is being seen with new vendors being added and not the same ones being used. Ms. Lloyd reported that at the last report, there were approximately 85 vendors in the Opportunity Caddo Program, and there are now 118 vendors.

Mr. Little asked about helping to build capacity through Caddo Career and Technology for all Caddo students and would hope we reach a point of a high number of contractors and tradesmen available locally as a result of CCTC.

Ms. Trammel asked for clarification of the term "certified vendors", and Mr. White explained that Opportunity Caddo certified vendors are those who have gone through the program and vetted as small and economically disadvantaged. In response to Dr. Goree's request for clarification of "economically disadvantaged", Ms. Lloyd explained they must meet certain financial criteria, i.e. net worth does not exceed \$1.32 million, and the level of ownership in the business. She added gender or race based, but these factors can be used in determining economically disadvantaged status. She said Caddo also takes certifications from Fair Share because we have limited staff available for vetting the applications, as well as certifications from the State or Federal government.

Dr. Goree announced to the Committee and Board that Lisa Lloyd has made the decision to retire at the end of the month and thanked her for her amazing contribution to the school system.

Dr. Vinson requested that Ms. Lloyd forward him the data reported.

### **ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA FOR THE OCTOBER 20, 2020 CPSB MEETING**

Superintendent Goree highlighted items for the Board's consideration at the October 20, 2020 CPSB meeting and the following discussion ensued.

Consideration of Request to Seek Bids for E-Rate Services and Equipment for FY 2021-2022. Mr. Rachal asked who currently is providing our e-rate, and Ms. Golett stated for internet service, it is CenturyLink. He also asked if staff foresees any changes in this, and Ms. Golett said we have done well, but part of the bid process is to be competitive in getting bandwidth at the best price; and while she hopes CenturyLink continues to provide us with competitive prices, we seek from other internet providers such as AT&T or Comcast.

Consideration of Proposed 2021-2022 SY Calendar. Mr. Rachal asked if there were any issues in the calendar presented. Mr. Burton said in the past there have been issues with standardized tests and staff waited and held conference with the State on these dates, and staff feels confident in the draft calendar presented that it will not have to be changed. He also added that one thing pushed in this calendar was not getting out of school until the end of May (May 26<sup>th</sup>), and the advantage to high schools of seniors not having to return after an earlier graduation to complete AP exams which count toward a school's School Performance Score.

### **ADDITIONS**

Mr. Nations announced that the Building, Grounds, and Security Committee would like to add the following items: (1) Recommendation to demolish M J Moore, (2) Upgrades to Asphalt Tracks at Six High Schools, and (3) Recommendation of staff moving forward with negotiations with LSUS for renewal of Cooperative Endeavor Agreement for C E Byrd Baseball Complex.

Ms. Trammel announced the following items as the consent agenda items: 6.02-6.04, 7.01, 8.01-8.09, 8.11-8.13 and 13.01.

*Mr. Albritton moved, seconded by Mr. Green, to approve the agenda and proposed consent agenda for the October 20, 2020 CPSB meeting as presented. Vote on the motion carried.*

### **POLL AUDIENCE**

The following visitors addressed the Board regarding items on the proposed agenda: Jackie Lansdale, president of Red River United, broader process in selection of mental health providers in the schools and request to hear the grievance listed on the agenda; and Jon Glover, difference in Items 8.06 and 8.07, and availability of the Pupil Progression Plan.

### **ANNOUNCEMENTS**

Mr. Nations announced his engagement.

Mrs. Bell thanked Dr. Goree and Mr. Burton for scheduling school tours and allowing Board members to observe first-hand virtual, hybrid and face-to-face instruction. She also announced Ms. Destiny Jamison was named Louisiana Middle School Counselor of the Year.

Mr. Little expressed his gratitude to everyone who participated in the meeting with Byrd and the time spent in researching the possibilities. He also requested staff explore the possibility of a transparency program, and look at separating virtual and traditional teaching responsibilities.

Mr. Rachal asked that an Insurance and Finance Committee meeting be scheduled to get an update on insurance matters. He also encouraged staff to look at ways we can provide relief to the teachers, and he also asked staff to investigate a school nurse not reporting a positive COVID case.

Ms. Trammel encouraged the separation of teaching responsibilities as the teachers continue to be overwhelmed, and shared how much she enjoyed visiting the schools and observing instruction during the pandemic. She also expressed congratulations to Mr. Nations, to Mr. Rachal, and to Mr. Murry.

Mr. Riall announced the new North Caddo Titans won their first football game.

**Adjournment.** *Mr. Albritton moved, seconded by Mr. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:55 p.m.*

**October 20, 2020  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Jeri Bowen, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were T. Lamar Goree, secretary and Reginald Abrams, legal counsel.

President Trammel called the meeting to order at approximately 4:35 p.m. and a quorum was present. Tony Nations led the prayer and Pledge of Allegiance.

**Consideration of Minutes of the September 15, 2020 and October 6, 2020 CPSB Meetings.** *Mr. Riall moved, seconded by Mr. Rachal, to approve the minutes of the September 15, 2020 and October 6, 2020 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**VISITORS**

The following visitors addressed the Board on matters of interest/concern: Jon Glover, items 8.06 and 8.07, SP Scores, sad stories along with the good stories in Caddo Parish and what we are doing for these children; Jackie Lansdale, president, Red River United, importance of benefits for recruiting and for retirees, lack of respect in providing information, follow the AMI program in practicing social distancing, disinfecting between classes, seating charts, reporting positive cases, etc., better meet teachers' needs; Shelia Crosby Wimberly, checks and balances for virtual students, concerns re: Covid-19 and the virtual enrichment classes and virtual students being left idle when students transition from regular classes to enrichment, and lack of technology training for substitutes for Zoom instruction; and John Milkovich, inappropriate curriculum taught to 12-year-old students in Caddo Parish.

**Establish the agenda and the proposed consent agenda.** The superintendent highlighted items for the Board's consideration, noting the change in the description wording on the Capital Projects list for Fair Park to "paving modifications and canopy", and staff is committed to not do anything to deface the front of Fair Park but will protect the front of the school as well as protect the trees and things that aesthetically make the school so special; and the following discussion ensued. President Trammel announced the following as consent agenda items: 6.02-6.04, 7.01, 8.01-8.09, 8.11-8.13 and 13.01.

*Mr. Albritton moved, seconded by Mr. Riall, to establish the agenda and proposed consent agenda for the October 20, 2020 CPSB meeting as presented. Vote on the motion carried unanimously.*

**Confirm the Consent Agenda.** *Mr. Riall moved, seconded by Mr. Albritton, to confirm the consent agenda. Vote on the motion carried unanimously and the following is a summary of the Board's action on the consent agenda items.*

**6.02 Consideration of Renewal of Administrative Contracts.** The Board approved renewal of administrative contracts as recommended by staff and submitted in the electronic mailout.

**6.03 Consideration of Personnel Transaction Reports (Resignations).** The Board approved personnel transaction reports (resignations) as recommended by staff and submitted in the electronic mailout.

**6.04 Consideration of Requests for Leaves.** The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

**7.01 Consideration for Purchasing Bids.** The Board approved the following bid(s) as recommended by staff and submitted in the electronic mailout: Ferris Office Smart for Bid 01M-21-Marker Boards and Bulletin Boards, and United Power & Battery for Bid 02U-21-Uninterrupted Power Supply. *The bid tabulations are filed in the official papers of the October 20, 2020 CPSB meeting.*

8.01 Property/Bus Rental Requests. The Board approved a request for long-term use of BTW gymnasium as recommended by staff and submitted in the electronic mailout.

8.02 Consideration of Louisiana Compliance Questionnaire. The Board approved the Louisiana Compliance Questionnaire as submitted in the electronic mailout.

8.03 Consideration of Request to Seek Bids for E-Rate Services and Equipment for FY2021-2022. The Board approved a request to seek bids for E-rate services and equipment for FY2021-2022 as submitted in the electronic mailout.

8.04 Consideration of Capital Projects & Professional Designers 2021-22SY. The Board approved capital projects and professional designers for the 2021-22 school year as recommended by staff and submitted in the electronic mailout.

8.05 Consideration of Pupil Progression Plan for 2020-2021 School Year. The Board approved the proposed revisions to the Pupil Progression Plan for the 2020-2021 school year as recommended by staff and submitted in the electronic mailout.

8.06 Consideration of Additional Mental Health Interagency Agreement and Contract. The Board approved an additional mental health interagency agreement and contract as recommended by staff and submitted in the electronic mailout.

8.07 Consideration of Department of Exceptional Children 2020-2021 Interagency Agreements and Contracts. The Board approved the Department of Exceptional Children interagency agreements and contracts for 2020-2021 school year as recommended by staff and submitted in the electronic mailout.

8.08 Consideration of Revised SWEPCO Right of Way and Easement. The Board approved the revised SWEPCO right of way and easement, resolution and extract of resolution as recommended by staff and submitted in the electronic mailout.

8.09 Consideration of Proposed 2021-2022 School Year Calendar. The Board approved the proposed 2021-2022 school year calendar as recommended by staff and submitted in the electronic mailout.

8.11 Consideration of Recommendation to Demolish M J Moore. The Board approved the demolition of M J Moore campus utilizing funds from Capital Projects as recommended by the CPSB Building, Grounds & Security Committee and submitted in the electronic mailout.

8.12 Consideration of Upgrades to Asphalt Tracks at Six High Schools. The Board approved the recommendation to upgrade asphalt tracks at six high schools (BTW, Caddo Magnet, Green Oaks, Huntington, Southwood, Woodlawn) as recommended by the CPSB Building, Grounds, & Security Committee and submitted in the electronic mailout.

8.13 Consideration of Recommendation of Staff Moving Forward with Negotiation with LSUS for Renewal of Cooperative Endeavor Agreement for C E Byrd Baseball Complex. The Board approved staff moving forward with negotiations with LSUS for the renewal of the cooperative endeavor agreement for the C E Byrd Baseball Complex as recommended by the CPSB Building, Grounds & Security Committee and submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings. The Board approved readmission appeals for students MM, JG, and CH as recommended by staff and included in the electronic mailout, and whose parents are in agreement.

### **8.10 Disposition of Grievance for JROTC Instructors**

*Mr. Riall moved, seconded by Mr. Rachal, that the Board approve the pay review as provided in the JROTC Cadet Command Instruction Manual for an opinion before the*

*Board makes a decision.* Mr. Riall stated the instructor pay review will be conducted on the last two school years only; and since JROTC instructors are not just teachers, their salary comes from sources in addition to Caddo, and they are not regulated specifically by Caddo Parish School Board policy but by Form 2767. He further stated this situation began when we overpaid them and asked for the overpayment to be refunded to the District, which Caddo has a history of doing. He added because these employees are JROTC Instructors and Army personnel, they have gone through the grievance process, and we have learned that the JROTC Cadet Command Instruction Manual offers a pay review service, it is his recommendation to move the pay review to the JROTC Cadet Command for their opinion before the Board makes a decision. He explained an accurate review of the past two school years will require that all pay stubs or school district payroll printouts for the time requested and a review will not be performed until all requested documentation is received. He further stated it is their policy to assist with the MIP (cost shared with the Army and paid by the Caddo Parish School System), and asked for the Board's support.

Mr. Abrams stated he believes the motion is out of order, as the grievance is at the point of the Board determining whether or not it supports moving forward with oral arguments; and in his opinion, it is premature to make this type decision at this time without all the information, and he is unaware where the information presented came from. Mr. Abrams suggested that the motion that should come before the Board should be to uphold the grievance progress or order oral arguments.

Mr. Riall asked for clarification and if the motion is to allow oral arguments, is this an argument they can make and it be allowed. Mr. Abrams stated that if it is evidence that has not been submitted for consideration, and he is unsure where it came from; it is improper because Board policy requires that all evidence is presented prior to the Friday before the hearing. If it has not been submitted, it should not be allowed. Mr. Riall asked if, because it is common knowledge, they would give the Board the pay review. Mr. Riall asked if acting on this item can be postponed, and Mr. Abrams clarified if someone makes a motion to postpone.

Mr. Rachal said he would like to offer a friendly amendment to postpone the hearing until after the Board receives the review. Mr. Abrams clarified that the Board is changing its rules if it allows additional evidence beyond this meeting and it is improper to submit information on the day of the disposition in violation of the Board's policy. He said if it is postponed, the Board needs to clarify its decision to allow for additional evidence to be brought in outside the grievance process, which may not be able to happen before the next meeting and would basically change the Board policy. Mr. Abrams also clarified that their auditors looked at what was presented, along with our auditors, which was all part of the grievance process. However, now the Board is asking someone else to review it. Mr. Riall stated he believes this new information is information the Board did not have before relative to legalities in what could be against the Department of Defense Form 2767. Mr. Abrams said he does not believe that is true; and because we do not have the law, the Board should postpone so it can be researched.

*Mr. Riall moved to postpone this item until we can look at it further. The motion was seconded by Mr. Rachal.* Mr. Riall asked if postponed, will the item be removed from the agenda, or can someone speak to this item. *Vote on the motion to postpone carried unanimously.*

### **Superintendent's Report**

Dr. Goree announced that he has nothing to add to the reports submitted for the Board's information.

### **Announcements and Requests**

Ms. Green recognized Destiny Jamison for being named Louisiana middle school counselor of the year. Ms. Trammel added Rep. Jenkins requested to be on the

November Board agenda to make a presentation to her on behalf of the Louisiana School Boards Association.

Mr. Little again requested staff explore separating traditional and virtual teaching responsibilities and address the stress and burnout teachers are experiencing at this time.

Dr. Vinson recognized October as Breast Cancer Awareness Month and those who have been affected by it, including his Mom who is a one-year survivor.

Mrs. Bell noted that some teachers love to teach face-to-face and some to teach virtual; and she suggested that staff look at the possibility of assigning some teachers to all virtual, and some assigned face-to-face. She also would love to see all children virtual on Fridays and teachers have an opportunity to check up.

Ms. Trammel asked staff to look at a parishwide solution to the separation of traditional and virtual teachers' responsibilities.

**Adjournment.** *Mr. Albritton moved, seconded by Mr. Rachal, to adjourn. Vote on the motion to adjourn carried unanimously and the meeting adjourned at approximately 5:30 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**October 20, 2020**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Dottie Bell, Raymond Green, Steve Riall, Don Little and Jeri Bowen. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Mary Trammel, Dr. Terence Vinson, Jasmine Green, John Albritton, Barry Rachal, Tony Nations and staff members Jeff Howard, Keith Burton, Leisa Woolfolk, Lynn Hooper and Mary Wood.

Mrs. Bell called the meeting to order at approximately 3:02 p.m. Mr. Nations led the invocation and Pledge of Allegiance.

**Confirm the Agenda.** *On motion by Mr. Green, second by Mr. Little, the agenda was confirmed as submitted.*

**Update on Insurance.** Superintendent Goree introduced Lynn Hooper, director of insurance, who shared with the committee and those present an update on the insurance. Ms. Hooper stated that she will bring an update on insurance in three parts: (1) operational adjustments, health plan and new products. She stated there have been no changes recommended to benefits, or premiums for active employees or retirees for health, dental or life coverage. She stated that open enrollment will be in January 2021, which is no change for retirees but a little earlier for employees. Ms. Hooper reported on several issues uncovered during an internal audit and how staff is proactively addressing these issues by adjusting internal operations to increase efficiency and accuracy. Findings during the audit included employees enrolled in benefits but not paying, terminated employees enrolled in benefits, retirees remained on the health plan after death, and many lost enrollment forms. She explained her task to respond to the things listed in the audit relative and her plan of action to begin correcting them. She began by looking into a benefit administration system as a technology solution; because the audit findings were not a result of not having a great staff, but that six persons in the Department were attempting to process paper forms for 4,500 active employees and approximately 4,000 retirees, keying in information in multiple locations, i.e. carriers, and the payroll system. Also, with regard to manual paper invoice reconciliation for 8,000 members, chances are pretty slim it would be done perfectly correct; and, she was told the exception reports from Business Plus (the District's payroll system) also are not reliable; all of which continue to overwhelm the staff.

Ms. Hooper explained that staff is now processing life insurance claims in house, because of her 15-year background in the life insurance industry with Kilpatrick Life Insurance. She added that staff, after research, agreed to partner with Lockton for help in several areas, primarily because they offer a benefits administration system at no cost to the district. She also clarified a reported change in the plan administrator, and that the third person party is Blue Cross/Blue Shield, which is no change to this. While the broker will negotiate with carriers to get the best deal, and make recommended changes, they have no power and everything must follow the same process/system as it has in the past. She further explained what the Benefit Administration System offers including updating both carriers and the payroll system, a monthly reconciliation of payroll vs. carriers, 24-hour access to your benefit information, and a telephonic call center during open enrollment. Lockton will also coordinate (negotiate) our renewals; and because we have a big group, the District has more power when negotiating.

She said that Lockton also will provide communication services to the District, a guide in home mailers, posters, as well as an employee recruiting guide. Ms. Hooper also highlighted a graph of revenues and expenses and that at this time, the revenue is still greater than the expenses, which is great for the reserves; however, the linear chart reflects that the two are getting closer together. She reported that the reserve balance at the end of the fiscal year totaled \$51,321,841 (which does not include the contingency and run out reserves), the revenue is trending down while expenses continue to increase, and other than continued medical management, she does not recommend any change for 2021.

New products (and she would also like to make these available to retirees) added include a vision plan, a cancer plan, critical illness plan and hospital indemnity plan, and a plan to survey employees on what they would like to see. Relative to communications, she noted the need for improvement in this area, and she will attend the Retiree Association meeting on November 17<sup>th</sup> as well as be available to speak at any additional employee or retiree associations if requested. She also encouraged anyone with questions or concerns not to hesitate reaching out to her via phone or email.

Mr. Little asked if this change went out for bid or was it chosen at an executive level? Ms. Hooper explained an RFP is not required for a change in broker; however, she did contact several companies and determined Lockton was the only one that allowed Caddo to choose who they wanted. In looking at the linear expenses, he asked what is being done to



prevent the "crossover" in revenues and expenditures. Ms. Hooper responded she doesn't understand why the revenue is on the decline; but medical management is key. Blue Cross/Blue Shield monitors claims and makes recommendations (as does Lockton's medical doctor), and this is the best way to keep deductibles and premiums from increasing, and control the claims in a way that it doesn't change the District's overall benefit plan, which is the goal. Mr. Little also asked about the possibility of coordinating benefits for employees/retirees who qualify for Medicare or private insurance. Ms. Hooper stated that when employees retire, Medicare becomes primary, and Caddo gives a discount to retirees with Medicare Part A and Part B. However, she would like to look at whether or not we offer a big enough discount and if offering a bigger discount for taking Medicare Part A and B as their primary would be an incentive to do so, while being careful of any unintended consequences (anything that would hurt the revenue). She also added that it helps so much on claims if Medicare is primary, but any decision made would be what is in the District's best interest. Also, she stressed the importance of continually checking these things in order to not lose our grandfather status.

Mr. Riall asked if people who work their entire life for any school system retire, are vested in Medicare, and Ms. Hooper said they are; but, Social Security is different.

Mr. Green shared the concerns he received included the process that got us to this point; but as everyone has heard the presentation and explanation, he challenged staff to conduct seminars, meetings to make sure everyone has a clear understanding of future changes.

Mr. Rachal asked how much we paid in commission prior to the change, and Ms. Hooper said we do not pay anything in commissions. Mr. Rachal asked if there will be any commissions with the new company, and Ms. Hooper said not paid by Caddo. He reiterated for clarification that there are no commissions on any of medical. Ms. Hooper said that is correct, and they will only receive commissions from Caddo from the fully funded plans; and the agreement states they get no commissions off our medical plan. Mr. Rachal asked what will happen to the funds we negotiated previously for the premium stabilization plan. Ms. Hooper said they are still there; and he asked if we will continue to get the money, pay the premium, they pay expenses and what is not spent is returned to us. Ms. Hooper explained that with the premium stabilization fund (i.e. dental), Lockton sent her the balance; and in the past, the money in the premium stabilization fund for dental is left there so if there is a price increase, it is used to pay the increase instead of passing it on to the employees and retirees. Mr. Rachal asked for clarification because he remembered we just took \$8 million or \$5 million from our funds and put it in the General Fund. Ms. Hooper explained that was the health insurance reserve fund, and Mr. Howard clarified that we did not move the money, but budgeted if it was needed, and this was from the OPEB Trust, which is separate from the health insurance internal service fund. He asked what is in the stabilization fund, and Mr. Howard said in the health insurance internal service reserve, we have about \$51 million (which is the money each year Caddo takes in that is more than was spent). Mr. Rachal stated that these funds built up over the past ten plus years are what the District used to keep the benefits high and premiums low. Mr. Rachal said he is disgruntled in how this was handled and asked who made the decision, who knew about the decision, and if it is legal for someone to change the agent without bringing it to the Insurance Committee or the Board. Mr. Howard explained that as a result of the internal audit, issues came up and Ms. Hooper was very pro-active in addressing them by stating the need to get away from the many manual processes and implement an admin system. She researched providers for this service and recommended Lockton. Mr. Howard also clarified that staff discontinues business with vendors daily and this change is no cost to the District and it will not affect anyone's benefits. If there was a change in benefits, premiums or cost, it would have come before the Board. Dr. Goree stated that while understanding the very sensitive nature of anything dealing with insurance, there was a change in leadership in the Insurance Department, and due to COVID, there was not an opportunity to introduce Ms. Hooper to the employee organizations and meet with them. However, that did not mean staff did not continue to be as efficient as possible in meeting the needs of the employees and retirees. He further stated that he believes the intentions of the Insurance Department, under the leadership of the CFO, were very good in selecting the vendor that best supported the District's needs. He also agreed, and staff is willing to be as transparent as it needs to be, but we change vendors everyday on different things; and it is his understanding in working with the Board that as long as it falls within the confines of the approved budget, a service is not required to come to the Board. Mr. Howard stated that he believes this gives Ms. Hooper the opportunity to be successful and we want to give her every opportunity, and the support she needs to be successful. He added that her skill set is different than Mr. Watson's as he had industry and policy experience on the health side, and her experience is more on the life insurance side.

Mr. Abrams, in response to Mr. Rachal's question if this was legal, read Board Policy DC which addresses this under daily operations and authorizes the Superintendent and Business Manager to enter into routine and necessary contracts to carry out the general

business operation of the School Board. He added that because it is a service contract, a bid or RFP is not required. Mr. Rachal stated while he appreciates the reading of the policy, and he wants Dr. Goree and staff to hear this, he does not believe there is anything routine about changing an agent of record on this and not follow what the Board has operated under past presidents when it came to insurance. Mr. Rachal asked if it will be routine that this will happen again and not come to the Insurance Committee and Board. Dr. Goree clarified that staff can provide the Board with a list of changes made daily, but he only needs direction from the Board as to what is non-routine, because in staff's perspective this was a routine change, and how transparent the Board wishes staff to be.

Ms. Trammel stated she believes the problem is the Board was not clear in understanding the procedure; and upon receiving the number of phone calls on this, it was confusing because the previous director made certain the Board was aware anytime anything happened with insurance. She stated she understands Ms. Hooper is a new staff member, but the Board only wants to make sure everything is covered. Ms. Hooper stated that Lockton is also aware that in 2022 we again will look at brokers; and if someone else comes forward and can provide what Caddo needs, she will look at them. She also added that she will be happy to keep the Board informed however it wishes to be kept informed. Dr. Goree again stated staff has no problem communicating as much as is needed with these type decisions, and he is excited that Ms. Hooper will be reaching out and meeting with the associations.

Ms. Green thanked staff for clarifying and she now understands; but just stressed the importance of receiving a heads up on these matters so the Board is better prepared to respond to calls and questions. She also added that after hearing the presentation she hopes the retirees understand there is no change and they will continue to receive the same benefits from the provider they are using. Dr. Goree also added, because he believes Blue Cross/Blue Shield was mentioned, employees/retirees were concerned; but there is no change to any of these benefits.

Mr. Albritton asked, in looking at Lockton's scope of services, how Lockton is paid. Ms. Hooper explained they are paid a commission on the fully insured products, not our self-funded product (health); and the commission is actually built into the premium.

Dr. Vinson asked for clarification on what changed, and Ms. Hooper explained that the previous director did most of the negotiating with all the carriers (an expertise he had but she does not). She further explained the only broker Caddo had was Benefit Plan Services (for the life and disability coverage) and they provided, in lieu of the commissions they were earning, a process for life insurance and disability claims but they do not offer a benefit administration system or the proposed additional scope of services (which is due to their size). She said if she could have kept both, she may have because they did a good job; however, she believed the best thing for Caddo was to get the services we needed to fix the audit problems, and to make the benefits more accessible to the employees/retirees. Also, with her 15 years' experience in life insurance, these claims will now be processed in-house; and having the benefit administration system will help staff do a better job because they will not be handling paper for 8,000 employees/retirees. Dr. Vinson noted with finance being one of the roles of a Board member, communication is key in keeping Board members aware so they can do a better job in responding to constituents, and he would also support implementing a system that would provide a daily update on the system's finances.

Mr. Nations welcomed Ms. Hooper and thanked her for the presentation, which hopefully assures employees/retirees that premiums or benefits are not adversely affected by this change.

Mr. Rachal asked for clarification on the \$380,000 cost, and staff explained that the \$380,000 is what the District would have paid if we had not found a broker that provided a benefit admin system within their broker fees. Ms. Hooper said her first research was not to find a new broker, but was to find a benefit administration software; and when learning what it would cost, she began talking to brokers. She added there is enough commission with a group the size of Lockton to pay for that cost. Mr. Rachal asked about the new benefits being added, i.e. cancer, vision, critical illness and hospital indemnity, as well as the life, disability and dental (all which are fully insured and not self-insured products), and the need for reporting on this in the future. He also asked about the web site and if there is any cost, and Ms. Hooper said that is all a part of the benefit administration. Dr. Goree again stated that staff owns that this could have been better communicated, and if there was a cost, that would have been a red flag to staff meaning it would have to come to the Board for approval. Mr. Rachal said that since committees were put into place, even if it was good news, it was shared with the Committee, and he believes that those seated around the horseshoe should not be the last ones to hear about these changes. Dr. Goree thanked the Board for feedback received; and he again believes had it not been for COVID,

the situation would have been different; and he believes these type situations will be avoided in the future as Ms. Hooper meets with the different associations.

Mrs. Bell asked Mr. Abrams about the possibility of adding to the Board's areas of responsibility any negotiations relative to insurance as it is as important as its finance and budget responsibility. Mr. Abrams said the Board has a policy that states the School Board shall negotiate for insurance, but the question is not about just insurance, but the many other contracts the superintendent does every day. He asked if the Board wants to review every one of them, and Mrs. Bell stated no but when it comes to insurance and finance, she wants both to be a part of the Board's responsibility, because it deals with employees and retirees. Mr. Abrams said it can, but the Board would not want to hamstring the benefits office either. She said she wants staff to bring any ideas, suggestions relative to insurance to the committee. Mr. Abrams said it is his opinion that the Superintendent has heard clearly from the Board, and that is what he will do relative to insurance and no additional directive is needed.

Results of 19-20 Fiscal Year. Jeff Howard highlighted the following from the 2019-20 fiscal year: General Fund financials ended June, 2020, reflect revenue exceeded budget by \$12.4 million (\$4.9 million was in property tax, \$4.2 million in Cares Act funds); and the net income was \$8.2 million for the year. Also, he said relative to the undesignated fund balance being so low, this is now up to \$13.4 million, and it was not necessary to pull the \$8.4 million from the OPEB funds. Mr. Howard reported that with COVID, the sales tax did not take the hit anticipated, and we budgeted \$78,700,000 and ended the year with almost \$79,500,000. The District also reported approximately \$2 million over the amount budgeted in lease and royalties for the year. Regarding MFP, with a 700 student decline, the MFP funds did come in as budgeted; and he reminded the Board that after the budget was approved last year, the State approved a pay raise for the teachers which was passed on through the MFP funds.

Update on the 2020-2021 Budget. Mr. Howard reported that the sales tax appear to be coming back for the year and at this time, they are approximately .2% down from where we were at the same time last year and are hopeful that as things reopen, we will do well.

Mr. Green stated that he believes something is successful when everyone has an understanding; but he believes now the information has been shared and confirms we are doing what we need to do and the importance of everyone being informed.

Mr. Little asked for clarification on the District being down 700 students, and if this is this year or last year. Mr. Howard clarified the 700 was last year, and based on the October 1 count, which is what our MFP is based on along with an adjustment on the February student count, the District is currently down 1,140 students, and we budgeted for an 800 student decline. The difference (340) represents approximately \$2 million less in MFP that we will get. Mr. Little asked about the Cares Act funds received and if that is a one-time revenue, and Mr. Howard explained it also will help in 2021 since we budgeted \$10.3 million of what we received to be used in 2021. Dr. Goree also added that while it did help this year, we still balanced the budget in the black without that funding. Mr. Little stated he still believes some of those students will return to Caddo.

Mr. Rachal asked about the shortage in Medicaid, and Mr. Howard noted it is short because of COVID, and when everything shut down in the spring, we were no longer billing for services because we were not in school and providing the services. Also, there would have also been payments for the current school year, but they are down. Mr. Howard also stated that the Medicare RDS is the *retiree drug subsidy reimbursements*. Mr. Rachal asked about the fact that we have received nothing, and Mr. Howard noted that we budgeted this and noted on the second page of the financials, it is budgeted under "transfers in", and the only difference is where it is recorded. He also asked about the substantial difference in the remediation program cost, and Mr. Howard explained that is the teacher incentive pay, which was budgeted in teacher salaries but recorded under remediation. Mr. Rachal asked staff to place an asterisk by these amounts noting this. Mr. Howard added this year it changed, and it is budgeted in the account from which it is paid.

Mrs. Bowen referenced the student count being down 700 last year and 1,140 this year and reiterated the face that we are losing that many per school year. She said this is no fault of Caddo Parish, the education or the administration, but it is what is happening in Caddo Parish and Shreveport in general, and the importance of educating the public on the fact that there is a decline. Mrs. Bell also noted the number of people who moved from the area to find jobs when things closed down.

## **VISITORS**

Mrs. Bell announced that visitors will be allowed three minutes each to address the Board. The following persons addressed the committee: (1) Raymond Love, president of Caddo-Bossier Retired Teachers Association, opportunities for discussion when there are any changes in insurance and staff; (2) Sallie Cox, possibility of returning the insurance committee comprised of teachers, retirees, administration, board members that met regularly regarding insurance matters; (3) Vicky Range, new president of the Caddo Retired Teachers Association, including retiree representatives in future changes in insurance; (4) Jerry Paige, president of Louisiana Retired Teachers Association, District 11, encouraging a representative at the table in future changes in insurance; (5) Emma Shepherd, immediate past president of the Caddo Retired Teachers Association, concern regarding future changes and request a seat at the table in discussing changes; and (6) Cedric Choyce, health reserves of over \$50 million and at what point is there a return to the policy holders as a rebate.

Mrs. Bell recognized former superintendent Walter Lee in the meeting. Mr. Green encouraged the retirees to be involved.

**Adjournment.** *Mr. Green moved, seconded by Mrs. Bowen, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 4:25 p.m.*

**November 10, 2020**  
**CPSB Audit Committee**

**Members present** – Chair John Albritton, Don Little, Jasmine Green and Dottie Bell. Dr. Bonita Douzart was absent. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, Board members Steve Riall, Dr. Terence Vinson, Raymond Green, Christine Tharpe and Tony Nations. Staff members present were Jeff Howard, Keith Burton, Patrick Greer, Leisa Woolfolk, Mary Wood, Kelli Duffield and Allison May.

Mr. Albritton called the meeting to order at approximately 3:00 p.m., and Don Little led the prayer and Pledge of Allegiance. Christine Tharpe, newly elected board member for District 8 was welcomed to the Board.

**Confirm the Agenda.** *Mr. Little moved, seconded by Mrs. Bell, to confirm the agenda as presented. Vote on the motion carried.*

**Review of Insurance Department Audit.** Superintendent Goree reminded everyone that one of the responsibilities of the District's Internal Auditing Department is to insure that the District and departments are as efficient as possible and over the past eight years, seven of those under his leadership, an audit has been conducted on every division in the system. The findings from these audits are shared with the Audit Committee along with the recommendations to staff for making needed changes to insure we are the best stewards possible of taxpayer dollars.

Kelli Duffield, chief internal auditor, shared background information on the Insurance Department responsibilities to manage the benefit plans offered to all employees and retirees, i.e. health, dental, life, disability, 403(b) plans. Caddo became self-insured, self-funded in 2013 for the health benefits, meaning Caddo collects all the premium payments and pays the claims with Blue Cross processing them for the District. She explained the District has a Group Health Internal Service Fund, with an undesignated fund balance of \$45 million, and the OPEB Trust Fund had a \$24 million balance as of June 30, 2020.

Ms. Duffield stated that the scope of the audit was mainly the 2019-20 school year, and staff's objective was to determine if the department was operating efficiently and in accordance with Board Policy EGA Staff Insurance Coverages. She also noted the audit opinion that improvement is needed in procedures to ensure the department is operating efficiently and in compliance with applicable laws and School Board policy. Because healthcare is the largest benefit cost to the District, Ms. Duffield stated that the audit resources were allocated to determine the effect of the unreconciled healthcare premiums, which is estimated to be approximately \$459,775 in uncollected healthcare premiums from employees and retirees in their sample with the employer's portion of the unpaid premiums being approximately \$1 million. Also, while the audit touches on the remaining benefits, the main focus was on healthcare since the District covers between 70-80% of the premium cost for employees and retirees. Ms. Duffield applauded the Insurance Department employees for the invaluable asset they were in the audit process, pulling together as a department and having a pro-active approach to the issues and concerns in this audit.

Ms. Duffield presented the following findings, recommendations and staff responses.

**Benefit Reconciliation Process.** Ms. Duffield noted that the current process for processing benefits is mainly paper, the documents are not stored electronically, and members receiving benefits are not reconciled to those paying premiums for benefits, noting the margin for errors the more times each piece of paper is touched. She further explained that in tracing paper applications, they discovered exceptions primarily with proof of relationships, i.e. dependents and providing proof of marriage certificate for spouse, birth certificates for children, which was not happening in all cases. Also, when children are born, proof should be provided that the child is the employee's child and not a relative's child, which is important when the system is paying its own claims. Auditors also looked at a list of employees from Blue Cross/Blue Shield against a list of employees who currently have premiums deducted from their check (either retirement or pay check) and these did not match, and it was determined that 34 active employees were not paying monthly premiums (claims were processed by BCBS and paid by the District). They also determined that 12 inactive employees were not paying monthly premiums either from their applicable retirement system or manual pay (claims were processed by BCBS and paid by the District); and 14 deceased employees had no claims processed, but were still listed as living with BCBS, and the District paid the monthly admin fee. She further explained that the admin fee is a two-part fee paid on each employee, i.e. a reinsurance fee that handles claims over a certain amount (\$32.10) and a fee BCBS charges to process (\$4.17/single and \$13.94/family), totaling approximately \$3 million in admin fees annually to Blue Cross.

In addition, Ms. Duffield added there were also active employees who elected to cease their insurance coverage, but we continued to pay claims for them, in addition to employees who had a break in medical premiums (whether separation from the district and returned, went on spouse's insurance and returned the next year, etc.). Of the sample of 135, auditors looked at 25 and noted seven exceptions, noting samples where employees left the district and returned, but did not pay premiums during the interim yet dependents of said employee had claims in excess of \$1 million. She stressed again the importance of doing monthly reconciliations. Auditors also looked at the school-based employees and how benefits are processed over the summer in summer checks, noting exceptions in this as well. Rate exceptions were noted, i.e. employees paying single benefits but receiving family coverage; and she again noted how the Insurance Department has jumped in and with the information from the auditors, worked to correct the exceptions noted.

Relative to dental insurance, which the employee pays for 100%, she explained that anything left, after employee premiums are paid and claims processed by Blue Cross, is placed in a premium stabilization fund. This is an agreement with BCBS where we get to keep the excess, which defers the premium cost and keeps it low. Thus, it is important to insure that those with the coverage are paying the correct amount. She explained last year there was an excess of expenses over premiums of over \$32,000 because people not paying for dental insurance were receiving benefits.

Based on these findings, Ms. Duffield shared the recommendation that administration should transition from the current paper process to an automation of benefits to aid in the monthly reconciliation process. She added she believes moving to a Benefit Admin System will provide the much needed software to pull all the benefits together and sync them with the payroll and accounting system as well as the outside retirement systems we use; and the Insurance Department is moving in this direction. Ms. Duffield further explained that the Group Internal Service Fund is a fund used to collect all the premiums and pay all the claims; and it currently has an undesignated balance as of June 30<sup>th</sup> of \$45 million (about 5 months of claims). She also reported on the District's OPEB Trust, which all Louisiana districts do not have.

Ms. Duffield also reported on the issues encountered in the Business Plus Benefit System, with inconsistencies in data relative to deceased employees with an active medical deduction in the Business Plus system, incorrect SS numbers, premium deductions for the different plans, insurance premiums not posted timely, old benefit assignments, etc.

Premium Collection Process. Ms. Duffield also addressed retirees/employees who are retired or on a leave and their salary is not enough to cover their premium; and Policy EGA states premiums are to be paid on the first of the month and members have a 30-day grace period, and failure to pay will result in coverage being revoked. In this area of the audit, 14 participants were in arrears six months or more and owed \$26,000 in premiums; and 153 participants were in arrears for two to five months, owing \$91,000 for a total of 167 participants outside the policy owing \$118,000. Again it is their recommendation that the process be automated, requiring these individuals to come off the manual pay and go to an ACH type situation monthly. She noted that the new director of insurance has been working diligently with the retirees and active employees to make sure this situation is up to date.

Another area covered was healthcare coverage at retirement, and the District covers 70-80% of retiree premiums or approximately \$35 million annually. She further stated that the current CPSB Policy EGA does not address how long an employee must serve the district in order to retire with these amazing benefits, but the current practice is we allow employees to continue health care coverage after retirement with no restriction on the number of years of service or the requirement that employees and their dependents should participate in the group health care plan. Surrounding parishes (Bossier and Webster) require employees to serve 20 years to retire with maximum percentages of premiums paid by the district, and it is tiered down from that, as well as the requirement that employees must participate in the plan at least eight years without a break in service. The auditors identified 14 employees who retired in the last two years to see how many participated in group health plan 24 months or less, and the estimated cost for these employees was \$174,000 annually. A recommendation was presented for administration to consider revising Policy EGA to require employees to work a minimum of eight consecutive years prior to retirement and participate in the group healthcare plan for five consecutive years in order to continue the same coverage. This would keep Caddo ahead of the surrounding parishes as well as be able to save a significant amount of money.

She reported that the District pays 25% of the premium cost for members who elect life insurance coverage through the group plan; and approximately 2,500 employees and 3,500 retirees have life insurance. The annual cost to the District is approximately \$489,000. Further, in pulling a sample of active members who had a premium deduction in Business Plus and errors were found in the banding rates as well as the types of coverage, which she

believes is an indication of problems in Business Plus and in the retirement systems. In the majority of the premiums received from the retirement systems, she again reported there was no reconciliation of benefits and we are not collecting the correct life insurance premiums. As retirees age up, they should be entered at a different banding rate, which has not occurred as it should; and in comparing the rates from the perspective retirement systems for April of this year to Business Plus, there was approximately \$12,000 uncollected from the members. The estimated annual cost is approximately \$145,000; and staff expects that the new admin software will definitely help the current manual process along with Insurance working with IT to make sure this process is seamless.

The Reinsurance Health Coverage helps to minimize the impact of large claims to the self-funded plan by covering claims over \$750,000 paid on a covered member in a plan year. She said staff recommends consideration of raising the deductible on the reinsurance policy to \$1 million, which would result in an additional savings of \$352,400 to the District.

Regarding COBRA and life events benefits, Ms. Duffield explained that COBRA allows covered members to continue coverage upon separation from the District. She reported an outside provider is used for this service, and staff has not received any quotes since using the provider since 1999. However, she stated the new admin system will cover this and the cost (approximately \$23,000 annually) will go away.

The District currently offers long-term or short-term Disability Insurance to its employees; however, the District's extended sick leave and catastrophic leave cover short-term disability. Further, if someone becomes disabled, the benefits they receive are in excess of their salary which means they are making more money than when working with no encouragement for them to return to work, and the District not only pays full salary and disability benefits but also pays for a sub. Auditing recommends the Board look at this and possibly better promote the advantages available, i.e. ESL and offering disability benefits with a 90-day waiting period that would also make the premium more affordable.

Following a recap of the total numbers and cost to the District (in the sampling looked at) of approximately \$550,000.00, Superintendent Goree added that in the audit along with the recommendations, there is a response from the Insurance Department on the findings and recommendations; and systems have been put into place to begin addressing and providing reconciliations.

Ms. Green asked staff how quickly the new software will be implemented, and Ms. Duffield explained the Department has vetted several companies and chosen a company. After several months of work, a test will be done in December with open enrollment scheduled to begin January 1. Ms. Green also asked about the cost for this; and the superintendent reminded the Board members that at the last Insurance and Finance Committee meeting the discussion was on the new admin software. Ms. Hooper, director of insurance, clarified that the Benefit Administration software will be paid from the commission and current benefits, so there will be no cost to the district. Dr. Goree also added had we not made the broker change, we would have incurred an approximate \$330,000 charge. Ms. Hooper further explained that she began working with software companies even prior to the new broker, but we will not have any hands-on until December. Ms. Green asked about the timeframe for employees to learn the new system, and Ms. Hooper said while it is very intuitive, a call-in help center is available for those who do not feel comfortable, and the conversation is recorded and attached to the employee's record in the software to verify a valid enrollment. In response to Ms. Green's question relative to staff's confidence in this new system, Ms. Hooper said there isn't anything better available; and key will be getting the files working with Business Plus, but she knows IT has been working and meeting to make this happen. Ms. Green asked about other districts the size of Caddo that has this system in place, and Ms. Hooper said she is not aware of any others in Louisiana, but they do interface with other companies that use Blue Cross/Blue Shield of Louisiana.

Mrs. Bell thanked staff for the thorough report, and stressed her disappointment in not knowing this as chair of the Insurance and Finance Committee. She also stated that this is why it is important for the committee to meet every three months, and asked if there is ample staff in the department as well as data employees in the department to make sure accurate data is input and received by IT and the other departments working together to catch these mistakes. Ms. Duffield stated that there is not because IT is stretched thin; and Dr. Goree stated he believes that the first step is to implement the business system and then make an assessment as to whether or not there is ample manpower to manage it. He believes we do if the workflow is aligned to what we are doing. He also stated that staff was not aware of these issues until receiving the audit and is why staff is working to implement a workflow that will prevent some of these issues. Mrs. Bell asked if once the system is in place does staff believe it will keep these type mistakes from happening; and Dr. Goree agreed; and if not, staff will come to the Board at the appropriate time requesting additional personnel if that is deemed necessary.

Mr. Little noted the enormous losses presented and that it needs to be treated seriously. He asked how often will an audit of this nature be done and hopefully help discover issues. Ms. Duffield explained that in the past, the Board has directed Auditing to conduct audits of the departments. When the audits are done and presented, Auditing receives a response from the department with an estimated timeline as to when they can have the recommendations put into place, and the director has done that with this audit report. Further, Auditing then allows time from the implementation dates (six months to a year) before doing a follow-up to the audit, so it is an ongoing process. Mr. Little asked if there is a policy requiring an annual audit, and Ms. Duffield explained that Auditing ranks them in order of risk and do follow ups, and reminded them that at the meeting in the summer she brought an update on previous department audits. Dr. Goree also added that this audit process and ranking began in 2011; and since 2011, staff has aggressively worked through the many departments in the District; and agreed that staff will return in six months to a year with a follow-up audit on this report on the recommendations implemented. Mr. Little noted the areas where losses were identified and if there is a way to recover these dollars. Ms. Duffield stated that it is the Audit Department's recommendation to recoup all funds, which has been done in other areas; however, administration will need to come together and determine what is fair and equitable for all individuals involved, because Auditing pulled samples and there are more individuals involved. Mr. Little also asked about the recommendations in the report that would mean a change in Board policy and that it would be his recommendation that these be expedited by the committee-Board process.

Mr. Riall asked of the employees and retirees not paying monthly premiums but receiving benefits, how many were aware. Ms. Duffield explained that this came to our attention when an employee noted that premiums were not being deducted from his paycheck; and when staff realized there were more, the Chief Financial Officer requested the audit. Mr. Riall asked if he understands correctly for employees to know, and because employees do not get a paper check any longer, they must go online and pull up their paycheck. As a result, he asked where does the responsibility fall, on the employee or the employer; and if it is our fault that people are not paying and until someone is held accountable, he believes it to be hard to punish employees, so his concern is will it be fixed. Dr. Goree stated staff's agreement and he has met with Mr. Howard on what is fair and how staff should handle it.

Mr. Albritton stated his appreciation for Ms. Duffield's department and their efforts in this; and again, reiterated that it is only a sample; but he also believes staff has been very responsible in responding to the recommendations. He also added while we do want to be fair and equitable, we also want to make sure we are adequately staffed to avoid these errors in moving forward, as well as holding people in these positions accountable. Based on his experience in working with the staff, he is confident these problems will be corrected.

Mr. Howard stated his appreciation of Auditing and their timely action to this review request, which came before Ms. Hooper was in Caddo; and confirmed it will be fixed.

Also, in response to Mrs. Bell's question relative to an available data person, Ms. Duffield stated that Auditing does have the expertise of Kristin Thibodeaux who came to Auditing from the IT Department and was very beneficial in addressing the problem.

Mr. Little asked if the committee could put forth the eight recommendations from the audit and have forward action on them. Mr. Albritton explained that the committee will look for recommendations from staff as to the nature of what should be presented to the Board for action. Dr. Goree stated it is staff's commitment to put the recommendations into place, and some have already been put into place, and the others where appropriate will come back with recommendations to the Board.

Mrs. Bell asked if the Audit Committee will not vote on the recommendations, and Mr. Albritton explained that at this time these are recommendations to the various departments and not for Board action; and will look for the various departments to respond to audit recommendations. Dr. Goree clarified there have been situations where staff began implementation of response to the recommendations and learned it may not be the best way to address, which is why staff is held accountable to correct the problems so at the followup the Board will not continue to see the same problems.

Mr. Abrams clarified many of the things recommended are procedures and not policies; and while policies could be broader, procedures are mainly an administrative function.

**Visitors.** – There were none.

**Adjournment.** *Mr. Little moved, seconded by Mrs. Bell, to adjourn. Vote on the motion carried, and the meeting adjourned at approximately 4:10 p.m.*



**November 10, 2020**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton and Raymond Green. Mary Trammel was absent. Also present were Board members Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Christine Tharpe, Tony Nations and Dottie Bell, Dr. T. Lamar Goree, secretary and Reggie Abrams, legal counsel.

First Vice President John Albritton called the meeting to order at approximately 4:30 p.m., and led the prayer and Pledge of Allegiance.

**OATH OF OFFICE**

Attorney Abrams administered the Oath of Office to Christine Tharpe, newly elected CPSB District 8 representative. Mrs. Tharpe recognized family and friends present.

**ESTABLISH AGENDA FOR THE NOVEMBER 17, 2020 CPSB MEETING**

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued.

Consideration of Proposed Revisions to CPSB Policy JCEA Student Sexual Harassment. Attorney Abrams explained that this is part 2 of the sexual harassment policy, having addressed student sexual harassment under the Title IX policy at a previous meeting. He further explained the proposed revisions are to make sure that sexually related student misconduct issues that do not rise to the level of Title IX also are addressed in policy, and he highlighted the specific types of misconduct that would fall under the policy and would require discipline. He further stated that sexual misconduct is not the same as sexual harassment, and the procedures are different from the Title IX procedures.

Mrs. Bell asked Mr. Abrams if the District has two policies; and Mr. Abrams responded the District has three policies. Title IX makes certain the District has similar programs for females and males, as well as Federal regulations that would deny either to equal access to education if there is sexual misconduct, Title VII addresses employee against employee, and Policy JCEA. Mrs. Bell also asked when complaints are brought against the principal, how will a student know to bring a complaint to the designated person in Child Welfare and Attendance rather than the superintendent. Mr. Abrams stated it will be in policy and posted, as well as in the student handbook. He also clarified the process in Policy JCEA is not nearly as formal as the Title IX process, but only makes sure if someone is making sexually suggestive comments, etc. toward someone, that something is in policy.

Consideration of Additional Revisions to the Personnel Evaluation Plan. Dr. Douzart asked if the revisions are restricted to Covid 19; and Dr. Goree stated some of the changes, especially those related to teachers, are restricted to the time period we are in, and do speak to the number of SLTs and the number of observations teachers will be required to do this school year. Staff will provide additional direction as we begin to exit this year and look to the future, and he added that the instrument used for evaluating classified employees will change from a simple "satisfactory-unsatisfactory" form to one with a more accurate scale and more growth opportunities. Dr. Goree reiterated BESE brought forth these proposed changes for completing the evaluation cycle this school year, which is different than was done in previous years; and he believes upon the availability of a vaccine and better control of the virus, we will move back to a more traditional model.

Mr. Albritton announced that the following is the consent agenda: Items 6.01-8.05.  
*Mr. Green moved, seconded by Mr. Albritton to approve the proposed agenda and consent agenda as presented. Vote on the motion carried.*

**Poll Audience.** There were no visitors.

**Board Announcements.** Individual members of the Board welcomed Mrs. Tharpe to the Board. Mrs. Bell also congratulated Walnut Hill on winning the top award for United Way and asked about the processes for reporting positive CoVid cases. Ms. Green asked staff to provide her with how we are training substitute teachers. Mr. Little asked about the possibility of coding communications shared with the Board as well as an update on providing dedicated virtual instruction.

**Adjournment.** *Mr. Green moved, seconded by Mr. Albritton, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:00 p.m.*

**November 17, 2020  
CPSB Meeting**

**Members present:** Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Christine Tharpe, Tony Nations, John Albritton, and Dottie Bell. Steve Riall and Barry Rachal were absent. Also present were T. Lamar Goree, secretary and Reginald Abrams, legal counsel.

President Trammel called the meeting to order at approximately 4:35 p.m. and a quorum was present. John Albritton led the prayer and Pledge of Allegiance.

**Consideration of Minutes of the October 20, 2020 and November 10, 2020 CPSB Meetings**

*Mr. Albritton moved, seconded by Ms. Green, approval of the minutes of the October 20, 2020 and November 10, 2020 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**Presentations and Recognitions**

Communications Video. A video highlighting accolades in Caddo was shared with the Board, and Dr. Goree announced that this information also will be expressed through the District's social media sites over the coming weeks. Student accomplishments recognized included nine Caddo Magnet High School students scoring a perfect 36 on the ACT test, with four more students (seniors) added this month. Also, 21 students, the most in the history of Caddo schools, have been recognized as National Merit Semifinalists, having scored high enough on their PSAT exam to earn this honor. Staff recognitions included Destiny Jamison, middle school counselor at Walnut Hill Middle School, as the Middle School Counselor of the Year as well as Louisiana School Counselor Association's state honoree. Educators completing the latest cohort of the National Institute for School Leadership (NISL) also were recognized. C. E. Byrd was awarded a \$15,000 grant from Bayer Agriculture to build their own hydroponics lab.

Visitors. The following visitors addressed the Board on matters of interest/concern: (1) Representative Sam Jenkins – presented a resolution to Destiny Jamison on behalf of the Louisiana House of Representatives for her recent recognition as 2020 Counselor of the Year and the 2021 Counselor of the Year by the Louisiana School Counselor's Association; (2) Sheila Crosby Wimberly – Lack of sufficient Zoom capabilities for virtual learning (system down, teachers out or not doing Zoom, used Chromebooks falling apart, importance of meeting the need of every student in the public school system); (3) Jon Shaffer Glover – elimination of general public comments from board minutes, lack of ability for public dialogue with the Board on issues, large number of mental health agencies, (4) Marci Collins – concerns with proposed new virtual model, short time between notification and deadline for parent's decision and the lack of details in the correspondence; (5) Bruce Willson – United Way campaign; and (6) Jackie Lansdale, Red River United – resolutions addressing matters to go to the Legislature, i.e. equity for support employees extended sick leave guidelines, maternity/paternity policy requiring exhausting all paid leave before using FMLA, and support employees not getting paid for lunch

**Establish the agenda and the proposed consent agenda**

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued. President Trammel noted the following as the consent agenda items: 6.01-6.04, 7.01-7.02, and 8.01-8.05.

*Mrs. Bell moved, seconded by Mr. Albritton, to establish the agenda and the proposed consent agenda for the November 17, 2020 CPSB meeting as presented. Vote on the motion carried.*

**Confirm the Consent Agenda**

*Mr. Albritton moved, seconded by Mrs. Bell, to confirm the consent agenda. Vote on the motion carried*

6.01 Personnel Recommendations. The Board approved personnel recommendation(s) as recommended by the superintendent and submitted in the electronic mailout.

6.02 Administrative Contract Renewals. The Board approved the administrative contract renewals as recommended by staff and submitted in the electronic mailout.

6.03 Personnel Transaction Reports-Resignations-October, 2020. The Board approved the personnel transaction reports-resignations for October 2020 as recommended by staff and submitted in the electronic mailout.

6.04 Requests for Leaves - Certified and Classified Personnel - November, 2020. The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

7.01 Purchasing Bids. The Board approved the following bid(s) as recommended by staff and submitted in the electronic mailout: Argent of LA LLC (Novus) for Bid 03G-21, Vehicle Glass and Installation. *The bid tabulations are filed in the official papers of the November 17, 2020 CPSB meeting.*

7.02 Capital Projects Bids. The Board approved the following bid(s) as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets: (1) HMR Electrical (Not OCC\*), Shreveport, La., with a Base Bid, Alternate 1 and Alternate 2, for the sum total of \$300,300.00 for Project 2021-302, "Caddo Magnet High Sound & Light System PAC". *The bid tabulations are filed in the official papers of the November 17, 2020 CPSB meeting.*

8.01 Property/Bus Rental Requests. The Board approved the request for long-term use of Northwood High School gymnasium and Ridgewood Middle School gymnasium as recommended by staff and submitted in the electronic mailout.

8.02 Consideration of Proposed Revisions to CPSB Policy JCEA Student Sexual Harassment. The Board approved proposed revisions to CPSB Policy JCEA as recommended by legal counsel and submitted in the electronic mailout.

8.03 Consideration of Additional Revisions to the Personnel Evaluation Plan. The Board approved additional revisions to the Caddo Personnel Evaluation Plan to reflect BESE observation changes as recommended by staff and submitted in the electronic mailout.

8.04 Consideration of Additional Mental Health Interagency Agreement and Contract. The Board approved an additional mental health interagency agreement/contract as recommended by staff and submitted in the electronic mailout.

8.05 Consideration of 2019 Bond Phase III Proposed Projects and Designers. The Board approved the 2019 Bond Phase III proposed projects and designers as recommended by staff and submitted in the electronic mailout.

### **Superintendent's Report**

9.04 Update on Virtual Education. Superintendent Goree first recognized that in attempting to keep a letter to one-page as well as keep it as simple as possible, sometimes we miss some of the details, but staff is working with families to explain what is being done to look at virtual education. He reminded the Board that even in opening school with a synchronous model (teachers teaching students in the classroom as well as virtually), the goal is always to provide the highest quality education possible; and it will remain the goal with the proposed pilot program implemented by staff to make sure it is high quality. The pilot is scheduled to begin on December 7<sup>th</sup> and staff is looking to provide a strong Tier 1 curriculum and instruction to all students participating in this program. Also, staff looked at the schools and divided them into cohorts based on student needs, grade level and enrollment in the various schools. The five elementary magnets (Claiborne, Eden Gardens, Fairfield, Judson and South Highlands) will make a cohort; and students learning virtually will be assigned to a virtual teacher that works within one of the magnet schools. Turner Elementary/Middle School and University Elementary School also will be included in the pilot as the number of virtual students warrant these also having a cohort of students. He also noted that this in no way affects a student's magnet school seat. Dr. Goree explained staff has provided information to principals through virtual meetings with families, and we are asking that parents respond this week; however staff will reevaluate this to make sure a fair timeline was provided families in deciding if they want to participate in the virtual opportunity or do they want to return to in person learning. The superintendent expressed appreciation to the principals and the academic team who sat down to determine how to move students so that the virtual classrooms will work and that we have the best teachers possible in the virtual classrooms. He also assured the Board that staff will evaluate this pilot program at each step, which is the purpose of a pilot, to make sure it is working. Staff will also work very closely with principals to make sure this is something supported by their staff and parents.

9.05 Safety Protocols for Thanksgiving Holiday. Dr. Goree echoed that the parish, state and national trends are supported within our parish; and while we are seeing an increase in CoVid cases within our students and staff, contact tracing continues to show the positive

cases generally are starting outside the school via gatherings, activities and other things beyond our control. He said as a school system, Caddo will continue to do our part to uphold the safety protocols that we know are essential in not spreading the virus, including proper hand hygiene, wearing a mask, social distancing, limiting group sizes and staying home when ill. Also, he said there has been a lot of conversation regarding our intent between Thanksgiving and Christmas and there is no plan for Caddo to go virtual, but there is a plan to continue to manage the process and make decisions as situations arise. He added the importance of the Caddo system and families working together as we enter the Thanksgiving Holiday week, and that on Thursday at 10:00 he will host a news conference with media partners and local health officials on what we can do as a community to make sure we do our part to not spread the virus. The district also will launch a social media campaign to remind families of those things suggested not only by Caddo, but also by the Louisiana Department of Health, to help not spread the virus.

Mrs. Bell expressed appreciation to the Superintendent and staff for hearing what the Board said about the need to separate the teacher responsibilities relative to virtual teaching. She asked if the virtual teachers will be on the school campus, and Dr. Goree explained that the student will not be sitting in front of a computer for eight hours, but the teacher will have assigned blocks of times. Mrs. Bell asked if this will be a good way to keep up with the attendance for virtual students? Dr. Goree said while we are doing the required times now, it is a challenge for staff; and he announced that the district today received 4,700 plus new Chromebooks, and this is not a unique problem to Caddo, but it is a national problem.

Mr. Little thanked Dr. Goree and staff for the information and asked that this information shared be placed on the District's web site and maybe a follow-up text to all parents since there is confusion and a lot of questions. He also asked that the Board begin to explore refinement of the District's procedures in light of a vaccine becoming available, i.e. how will the vaccine be administered to staff, how will it be made available through insurance programs, how will we prioritize administering the vaccine, how will we accommodate those choosing not to be vaccinated, and will masks still be required once staff/students are vaccinated. Mr. Little also asked that we begin to explore revisions to update the Board's policies.

Mr. Nations noted the importance of encouraging our teachers who are on the front lines each day and are struggling.

Dr. Vinson asked for clarification on parents being asked to make a commitment for the remainder of the school year for virtual versus 9 weeks and the possibility of allowing parents more time. Dr. Goree responded that staff will re-evaluate this and one of the concerns was the difficulty in getting the staffing to work when shifting students from virtual to in-person; and at this time we do not anticipate students receiving vaccines until May at the earliest. He added that with the entire year moving as quickly as it has and the synchronous instruction challenges, staff definitely understands and has been in conversation about. Dr. Vinson also stated he believes there is a need to look at the attendance policy to assure students are logging into class.

Christine Tharpe asked if there are enough teachers to only teach virtual classes, and Dr. Goree explained that as the pilot has been developed, we have been able to allocate and shift ample teachers to solely virtually. She also asked if they will teach from the classroom or will they be allowed to teach from home. Dr. Goree explained that everyone is required to report to work; and even when we shift a school to 100% virtual, staff is still required to report to work and teach from their classroom.

Ms. Green thanked everyone including board members in implementing this tedious task and asked about the press conference on Thursday. Dr. Goree confirmed it will be a "pep rally" type news conference around those things that will help to not bring the virus back on campuses following Thanksgiving break.

Ms. Trammel asked if the change will increase tremendously the size of the classroom, and Dr. Goree explained that staff is confident the size will remain consistent; and approximately the same.

Dr. Douzart asked the superintendent if the District is prepared with the adequate number of teachers to provide adequate instruction for students both in-person and virtual. Dr. Goree explained that this is an area that he and his staff review every day, making adjustments in providing subs to make sure there are subs where needed every day to meet those needs. Dr. Douzart also asked about using retired teachers to help.

### **Board Member Announcements and Requests**

Mrs. Bell wished everyone a Happy Thanksgiving.

Ms. Green wished everyone a Happy Thanksgiving, wished Mr. Burton a Happy Birthday, and asked how quickly the virtual presentation will be shared.

Mrs. Tharpe thanked the Board and staff for their warm welcome and that she looks forward to serving on the Board. Ms. Trammel welcomed Mrs. Tharpe to the Board.

Dr. Vinson announced that Booker T. Washington High School student Skylar Turner will be going to Duke University. He stated she won state championship in track last year and scored a 27 on the ACT.

Mrs. Trammel expressed her appreciation to those who assisted in the success of Woodlawn's homecoming festivities.

### **Executive Session**

13.02 Litigation Update: Parents of victim Number One, et al vs. CPSB, Suit Number: 621,375-B (Claim #7038080 & 7038082). *Ms. Green moved, seconded by Mr. Albritton, to go into executive session for 15 minutes for a litigation update. Vote on the motion carried and the Board went into executive session at approximately 5:45 p.m.*

The Board reconvened into open session at approximately 6:15 p.m. *Mr. Albritton moved, seconded by Mrs. Tharpe, to authorize resolution of the matter in accordance with the recommendations of staff and Board Counsel. Vote on the motion carried.*

**Adjournment.** *Mr. Little moved, seconded by Mr. Albritton, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 6:16 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**December 1, 2020**  
**CPSB Executive Committee/Board Work Session**

**Members Present:** Mary Trammel, John Albritton and Raymond Green. Also present were Board members Steve Riall, Jasmine Green, Dr. Terence Vinson, Dr. Bonita Douzart, Christine Tharpe, Barry Rachal, Tony Nations and Dottie Bell; Superintendent Lamar Goree and Attorney Reggie Abrams.

President Trammel called the meeting to order at approximately 4:53 p.m. and a quorum was present.

**Establish Agenda for the December 15, 2020 CPSB Meeting**

Superintendent Lamar Goree highlighted items for the Board's consideration at its December 15, 2020 CPSB meeting and the following discussion ensued.

8.02 Resolution authorizing the incurring of debt and issuance of \$9,500,000 of General Obligation School Bonds, Series 2021, of Parishwide School District of Caddo Parish, Louisiana; and providing for other matters in connection therewith. Chief Financial Officer Jeff Howard explained this is the third issuance of bonds in the current \$88 million bond issue to be distributed over nine years with the proceeds to be used to purchase school buses, upgrade HVAC systems in all schools, and upgrade security infrastructure in all schools. He announced the sale will be in February and the District will receive the proceeds in March. Mr. Rachal asked Dr. Goree to provide more details on the purpose and Dr. Goree first thanked the community for passing this bond initiative and reiterated it will be used over a nine-year period to replace the District's school buses, for upkeep of the schools, specifically security on Caddo's campuses and replacing HVAC systems throughout the school system. He also added that we are being very intentional with the work being done and where based on need as well as future use of facilities.

8.03 Consideration of New and Proposed Revisions to CPSB Policies. Mr. Rachal stated he likes how precise the policy information is presented and requested that this information be highlighted in a prominent place on the web site. Ms. Green asked about the discipline policy for the virtual instruction. Reggie Abrams explained that this policy is a result of an incident in Jefferson Parish where a student in a virtual instruction class tripped over a BB gun and originally was recommended for expulsion. This matter was overturned by staff to make it a suspension; however, the parents moved forward through the Legislature and provisions were implemented which actually punished the school districts for these type actions. He noted how Policy JG is broken down and placed in the student handbook so students are aware of requirements; and while Caddo's policy did say when there was a suspension, it ended with the Superintendent, the policy now states, based on state law, that a student recommended for expulsion but is suspended (a reduction in charge), this is appealable to the Board. From there, and if there are any adverse actions at the Board level, it is possible for the case to go to the district court with actions that could result in a cost to the District. Mr. Abrams further explained the requirement for all school districts to have in place a discipline policy review committee and that it is established in accordance with the statute. He reported this committee will be in place and meet on this matter on December 14<sup>th</sup> and will present recommendations to the Board on December 15<sup>th</sup> in addition to a public hearing. He also reported on the virtual instruction discipline policy, which outlines students' responsibility for their actions in upsetting class time even if they are in a virtual setting at home.

Mr. Riall asked about "weapons or facsimile weapons", and Mr. Abrams explained it is likely it would be a suspension and it would be addressed by a progressive discipline by occurrence, age, etc.

Dr. Douzart said she thinks this is preliminary, but she hopes we will distinguish between responsibilities (parents and the school) for virtual students, because the school cannot be responsible for what is occurring at a student's house. She also asked how the District is keeping up with virtual students' attendance, absentees and tardies.

Mrs. Bell asked if she understands this is preliminary, and Mr. Abrams explained that what he has presented is a conscious effort at a policy he will present to the committee for review, discussion, input and revisions. Mrs. Bell noted the lack of anything to address a student not signing into class, and Mr. Abrams explained that would be a violation of attendance rules.

Mrs. Tharpe asked about rules in place for virtual, and Mr. Abrams explained they have been addressed with the regular disciplinary grid and policy; but because the Legislature did not believe it was explained adequately to parents that if students are at home they can be disciplined for their actions in a virtual setting the same as if they were in the school classroom, this will make sure the parents are aware. The superintendent also clarified that the District has had a virtual academy, but the difference is we are doing "remote learning". or synchronous instruction with students at home on Zoom and they can actually see what is happening in the classroom. The virtual academy is operated solely on a computer based program that students work through. Mrs. Tharpe also asked about the cheating on work, etc. when there is not a proctor monitoring the students.

Ms. Trammel asked how is virtual students' attendance recorded, and Dr. Goree explained there are settings for synchronous instruction where the students are required to be logged on in order to receive credit. He further stated there are also a-synchronous settings where a teacher may load the work in Canvas and families are required to log on at minimum once a day to make sure they are assessing and attempting to do the work and receive credit for attendance. Ms. Trammel asked about instances where she will see parents and children in WalMart during the school day, and Dr. Goree explained the District has no legal authority over telling families when they log in; and because there are settings where parents are working all day and the children are staying with grandparents, arrangements have been made where they can access and do the work in the evenings.

Superintendent's Evaluation. President Trammel announced that packets are at Board member stations for the Superintendent's evaluation, and if additional information is needed, staff can provide it upon request.

Mrs. Trammel announced that Items 6.02, 7.01 and 8.02 are the consent agenda items. *Mr. Albritton moved, seconded by Mr. Green, to approve the proposed agenda and consent agenda for the December 15, 2020 CPSB meeting as presented. Vote on the motion carried.*

### **Poll Audience**

The following visitors addressed the Board on items on the agenda: Jon Glover – 8.03 Discipline Committee meeting on December 14<sup>th</sup>, date of public hearing; 8.02 HVAC systems at what schools and specific security upgrades, and availability of pointers relative to Superintendent's evaluation; Jackie Lansdale, president of Red River United – Discipline Review Committee election and communication with their organization.

### **Announcements**

Mr. Riall congratulated Dr. Goree on his 7<sup>th</sup> anniversary as Superintendent of Caddo Schools.

Ms. Green asked staff to provide information on the future of Northside.

Mr. Green noted articles he has read on Dr. Goree and his ranking as #1 superintendent in the state as well as in the Top 10 in the nation.

Mrs. Tharpe congratulated Dr. Goree and invited Board members to attend a "meet and greet" (drive through) on Sunday, December 6<sup>th</sup> at A. C. Steere from 1-3 p.m. She also stated the community is anxious to meet on the future of the Arthur Circle facility.

Mrs. Bell noted the need to look at all the closed schools.

**Adjourn.** *Mr. Albritton moved, seconded by Mr. Green, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 5:35 p.m.*

**December 1, 2020  
CPSB Special Session**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Dr. Bonita Douzart, Mary Trammel, Raymond Green (arrived at 4:40 p.m.), Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Don Little was absent. Also present were Dr. T. Lamar Goree, Secretary and Reginald Abrams, Legal Counsel.

President Mary Trammel called the December 1, 2020 CPSB Special Session to order at approximately 4:30 p.m. and a quorum was present. Mrs. Bell led in the invocation and Pledge of Allegiance.

**VISITORS**

The following visitors addressed the Board: Jackie Lansdale, president, Red River United, safe reopening policy and the need for one person authorized to communicate and one method of reporting during Covid.

**CONSIDERATION OF AMENDMENT TO CPSB POLICY FOR SAFE REOPENING AND OPERATING OF SCHOOLS FOR THE 2020-21 SCHOOL YEAR**

*Mr. Rachal moved, seconded by Mrs. Bell, to approve the proposed amendment to the CPSB policy for safe reopening and operating of schools for the 2020-21 school year as recommended by board counsel and submitted in the electronic mailout.*

Mr. Rachal noted his agreement with addressing this issue in policy and asked that staff post this in an obvious stationery place on the District's web site. Dr. Goree explained that one of the headers on the District's web site is "Roadmap to Reopening" which is where everything is posted relative to the reopening procedures, guidelines, etc., and staff will add the information to a stationery block.

Mr. Abrams clarified the amendment makes Caddo's policy coincide with the changes the Governor put into place last week to address a "modified Phase II". He further stated that the amendment authorized BESE to adopt rules allowing local education agencies to continue to operate in Phase III's reopening guidelines, and on November 25<sup>th</sup> BESE ruled with an emergency declaration authorizing/allowing schools to continue following Phase III minimum requirements. He further explained added language stating that our policy will coincide with what BESE does (in the event additional changes are made) because the District must follow what BESE requires.

Mrs. Tharpe asked if she understands correctly that if BESE decides we operate under Phase II, that is what the District will do. Mr. Abrams clarified the District must follow BESE rules and requirements regardless; and this revision will clarify that we will be in compliance and not need to continue to revise our policy.

Mr. Riall asked if we, as an independent governmental entity, are allowed to enforce stricter rules than are required. Mr. Abrams responded it depends on what they are, and that they do not impose on others' rights, which is why the term "may" is used.

*Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Rachal moved, seconded by Ms. Green, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 4:50 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President



## December 10, 2020

The **Caddo Parish School Board (CPSB)** held a retreat on Thursday, December 10, 2020 at approximately 8:30 a.m. at the Sci-Port Discovery Center, Shreveport, Louisiana. Those in attendance were Board members Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Also present were Dr. Lamar Goree, superintendent, Reggie Abrams, legal counsel, and Mary Nash-Wood, director of Communications and Strategic Initiatives.

Dr. Goree welcomed Board members to the retreat and Mr. Rachal led the invocation.

Dr. Goree opened the retreat by sharing current statistics of the District and progress over the past seven years. In looking to the future and the District's strategic plan of more work to do, Dr. Goree reported on 2010-2020 enrollment trends, which reflect a decline from 42,314 students in 2010 to 36,505 in 2020, including the demographic breakdown of the District's student population. He also highlighted ACT data, graduation rates for 2016-2020, ELA and math proficiency rates, economic impact on education outcomes, how National testing data echoes Caddo trends, and discipline rates. Dr. Goree noted that the data presented, along with other vital information about the District and community, was used to create core values to guide the revamped strategic plan for the next three years (July 1, 2021 through June 30, 2024). He also noted that the Board's input/feedback today as well as feedback from schools and the community will also be used in developing the new plan that will be presented to the Board for adoption in May of 2021.

Core values in the revamped strategic plan will include equity, excellence, integrity, innovation and service with goals that will:

- Ensure achievement of high academic standards for all students
- Develop students to successfully compete in a global economy
- Actively engage family and community members to become partners in helping students reach their potential
- Ensure efficiencies, effectiveness, and high ethical standards of business practices; and
- Recruit, retain, and develop a high-performing diverse staff.

Board members participated in a hands-on activity to share their concerns/ideas regarding the current education and health environment and how to address them; what the district has done best over the past five years including the largest opportunity for improvement during the past five years; and the top three actions the district should incorporate into the revamped strategic plan.

Mary Wood led the Board in a budget activity, which focused on budgeting based on priorities during a time of enrollment decline and an increase in costs, and included examples of budget priorities.

Board Attorney Reggie Abrams highlighted duties of school board members, conducting of the business at meetings and special called meetings, Board meeting procedures in establishing agendas from submitting items, discussing and debating agenda items, meeting notification, agenda preparation and dissemination, electronic mailout, public review/comments of agenda and supporting documentation, and executive sessions. He also shared information on Board and staff communications, guidelines, code of ethics, etc.

The Superintendent closed out the retreat with a session on the Dysfunctions of a School Board (inattention to results, avoiding accountability, lack of commitment, fear of conflict and the absence of trust).

**Adjournment.** The retreat adjourned at approximately 3:00 p.m.

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**December 15, 2020  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Mr. Green was absent. Also present were T. Lamar Goree, secretary and Reginald Abrams, legal counsel.

President Trammel called the meeting to order at approximately 4:30 p.m. and a quorum was present. Dottie Bell led the prayer and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE NOVEMBER 17, 2020 AND DECEMBER 1, 2020 CPSB MEETINGS**

*Mr. Riall moved, seconded by Mr. Albritton, to approve the minutes of the November 17, 2020 and December 1, 2020 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**PRESENTATIONS AND RECOGNITIONS**

3.02 Public Hearing on Discipline Policy regarding Virtual Instruction. The following visitors addressed the Discipline Policy on virtual instruction: Jon Glover, alternative course for educating an expelled student; Jackie Lansdale, no school board member at Discipline Policy Committee meeting, not having a seat at the table, and the need to establish protocol. Mrs. Bell asked if we have a Board member on that committee, and Board President confirmed there is. Also addressing the Board was Shelia Crosby, who are the members of the Discipline Policy Review Committee, need for non-school system representatives on committee, and the reason for policies for virtual instruction in addition to policies in place.

3.01 Presentations and Recognitions. Mary Wood, director of communications and strategic initiatives, shared a video of student and employee recognitions narrated by Cerena Olivier, 4<sup>th</sup> grader from Atkins Elementary: principals of the year (Marco French, Queensborough Elementary; Amanda Wall, Donnie Bickham Middle; and Ginger Gustavson, Captain Shreve High), additional students scoring perfect 36 on ACT during October assessments (Amisha Paralakar, Joseph Clary, Lilah Estes, and Henry Jones); and Riverside Elementary awarded Best in Show for their entry in the Christmas in Roseland competition. Attorney Jacquelyn Scott presented and recognized a donation to Booker T. Washington High School (\$10,000 for upgrading technology on that campus) and to Huntington High School (\$5,000 for the Raider courtroom and locker room), encouraged others to give back to the community. Mr. Rachal commended Cerena Olivier for the outstanding job on the video, for the principals recognized as 2022 principals of the year and how difficult it must have been to pick three from the many qualified Caddo principals, and the number of Caddo students scoring a perfect 36 on their ACT. Dr. Goree reported nine perfect ACTs for the current school year.

Mary Wood recognized Charnaé McDonald and Cerena Olivier for their outstanding work in the video presented.

President Trammel and Superintendent Goree recognized and presented a token of appreciation to Jeri Bowen for her outstanding service to the School District when serving as the interim Board Member for District 8.

3.03 Visitors. The following visitors addressed the Board on matters of concern/interest: Jon Glover, has not received information on the \$9,500,000 bonds requested at last meeting, too many schools are still failing even though they are no longer on the academically unacceptable list and no conversation as to why, and asked the Board to address these; Karen Turcotte, grandchild sent home with fever, no fever at doctor, and protocol is to see a doctor to determine, but Caddo's protocol is the nurse supervisor (visitor was referred to Chief Academic Officer Keith Burton); Jackie Lansdale, extended sick leave policy for support employees, one which mirrors the one for teachers, but in actuality it does not; and Amy Vu, provision in policy that fairly enacts discipline and the need for a disciplinary review board that looks at individual discipline cases and how schools are enacting policies on discipline as well as how the District is protecting its integrity.

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

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued. President Trammel announced that the following items are the consent agenda – 6.02-6.04, 7.01, 8.02 and 13.01. *Mr. Riall moved, seconded by Mrs. Bell, to establish the agenda and the proposed consent agenda for the December 15, 2020 CPSB meeting as presented. Vote on the motion carried.*

## **CONFIRM THE CONSENT AGENDA**

*Mr. Rachal moved, seconded by Mr. Riall, to confirm the consent agenda. Vote on the motion carried and the following is a summary of the Board's action on the consent agenda items.*

6.02 Administrative Contract Renewals December, 2020. The Board approved the administrative contract renewals as recommended by staff and submitted in the electronic mailout.

6.03 Personnel Transaction Reports-Resignations-November, 2020. The Board approved the personnel transaction reports (resignations for November 2020) as recommended by staff and submitted in the electronic mailout.

6.04 Requests for Leaves - December, 2020. The Board approved the requests for leaves (December, 2020) as recommended by staff and submitted in the electronic mailout.

7.01 Purchasing Bids. The Board approved the following bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets: (1) Conspicuous Designer Fashions, Bid #04U-21-Seats Upholstering Services; and (2) Shreveport Gymnastic Supply Co, Inc., Bid #05U-21-Student Uniforms and Accessories.

8.02 To consider and take action with respect to adopting a resolution authorizing the incurring of debt and issuance of \$9,500,000 of General Obligation School Bonds, Series 2021, of Parishwide School District of Caddo Parish, Louisiana; and providing for other matters in connection therewith. The Board approved the resolution authorizing the incurring of debt and issuance of \$9,500,000 of General Obligation School Bonds, Series 2021, of Parishwide School District of Caddo Parish, Louisiana; and providing for other matters in connection therewith.

13.01 Student Readmission Appeal Hearings. The Board approved readmittance for student SW as recommended by staff and submitted in the electronic mailout and whose parents are in agreement

## **CONSIDERATION OF PROPOSED REVISIONS TO CPSB POLICIES BD AND JG AND PROPOSED NEW VIRTUAL INSTRUCTION DISCIPLINE POLICY**

*Mr. Rachal moved, seconded by Mr. Riall, to approve the proposed revisions to CPSB policies BD and JG and proposed new virtual instruction discipline policy as recommended by the Discipline Policy Review Committee and submitted in the electronic mailout. Mr. Rachal referenced one of the speakers commenting on the integrity of the system and how the policy is implemented and that it is used fairly across the system. He noted the disappointment upon learning some of the information in the recent Board retreat. He asked about the possibility of the Board receiving periodic reports and the need for responsibilities to be identified as well as being more easily accessible via the web site.*

*Vote on the motion carried with Board member Vinson abstaining. After the vote and during discussion of another item, Dr. Vinson clarified that on the vote for the virtual discipline, he wanted to vote no given the concerns expressed by Ms. Yu and that he doesn't believe we took a deep enough dive in attendance. Mr. Rachal called for a point of order and that he doesn't believe a Board member can change his vote, but it can be declared, and President Trammel confirmed that was clarified with Dr. Vinson, but he wanted to publicly state it for the record.*

## **APPROVAL OF CRITERIA AND PROCEDURE UTILIZED FOR CADDO PARISH SCHOOL BOARD CHARTER RENEWAL**

*Mr. Riall moved, seconded by Mr. Rachal, to approve the criteria and renewal procedures for charters based on LSA-RS 17:17:3992 and Bulletin 126 and submitted in the electronic mailout.*

Mrs. Bell shared her concern and asked if this is a new policy for charter renewals? Mr. Abrams explained the District has had a process for charter renewals requiring renewal based upon the Statute 17:3392 and Bulletin 126. He further stated that BESE's Bulletin 126 notes what districts must look for in the renewal process relative to renewal. In discussing the latest renewal, BESE changed Bulletin 126, which required revisions to Caddo's renewal process to make certain that our renewal process is in compliance with BESE's Bulletin 126, since Caddo's charter contracts indicate that any time Bulletin 126 is changed, we must follow what it says. One main change is the change in renewal terms, i.e. if a school is a D, F or no letter grade, the renewal is for three years, a C school renewal is for four years and no additional years, and a B school gets 5 years. He added that

Magnolia's renewal will come to the Board in January and the process must be confirmed and shared so they are aware of the requirements.

Mrs. Bell asked if she understands that we are following BESE rules and not CPSB rules; and Mr. Abrams confirmed that we modified BESE rules to be Caddo rules since we set up the contract stating they will follow BESE's rules under Bulletin 126. Mrs. Bell asked if Magnolia and AMI are under Caddo, and Mr. Abrams said Magnolia will be coming up for renewal, and the other two charters are AMI and Pathways. Mr. Riall asked Mr. Abrams to further clarify, and Mr. Abrams stated that based on their current letter grade, the minimum and maximum term is three years. Mr. Riall asked about the change from the original Bulletin 126, and Mr. Abrams said this part is the same and the charter reads differently.

Mr. Little asked Mr. Abrams if the Superintendent is required to recommend continuance of the contract for three years based on their performance criteria, and can the Board still vote against it. Mr. Abrams stated the Board can vote against it after the process has been followed and the Superintendent has brought a recommendation. If the Superintendent recommends renewal, and the Board votes against it, the Board can pretty much guarantee it will have a lawsuit, because it is a contract that agrees to certain terms and criteria within Bulletin 126; and, if they meet those, we would renew the contract. Mr. Little asked if this means there is no exit strategy, and Mr. Abrams said if the Superintendent's recommendation is not to renew based on certain reasons and rationale according to Bulletin 126, then the contract can be non-renewed; however if the Superintendent recommends renewal and the Board votes against it, it would appear to be arbitrary to any court. Mr. Little asked if he understands that individual Board members would be indemnified because the action would be the action of a majority of the Board, and Mr. Abrams stated it is not a personal action. Dr. Goree asked if he understands correctly that there are some automatic actions that BESE would authorize a school if they meet the criteria even if the local Board does not approve it. Mr. Abrams noted that is why there is a timeframe on the process so they can go through BESE and ask for renewal, which could occur.

*Mr. Riall moved, seconded by Mr. Nations, to call for the question. Vote on the motion to end debate carried with Mr. Rachal and Mrs. Bell opposed.*

*Vote on the main motion carried unanimously.*

### **ELECTION OF 2021 CPSB OFFICERS**

*Mrs. Bell nominated, seconded by Mr. Riall, the following slate of officers for 2021: John Albritton, president; Jasmine Green, first vice president; and Tony Nations, second vice president. There being no additional nominations, the Board unanimously approved Mr. Albritton as president, Ms. Green as first vice president, and Mr. Nations as second vice president for 2021.*

Ms. Trammel expressed her gratitude for the opportunity to serve as President of the Board for the past two years and how much she appreciates each member. Mr. Abrams reminded Ms. Trammel that she remains as president until January 1<sup>st</sup>.

### **APPROVAL OF PRESIDENT'S USE OF FACSIMILE SIGNATURE**

*Mr. Riall moved, seconded by Mrs. Bell, to authorize the use of President's facsimile signature. Vote on the motion carried unanimously.*

### **SUPERINTENDENT'S REPORT**

Dr. Goree announced that everything submitted is informational.

### **ANNOUNCEMENTS AND REQUESTS**

Ms. Green expressed appreciation for the support in naming her as the 1<sup>st</sup> Vice President for 2021, and she wished everyone a Very Merry Christmas and thanked everyone for the gifts.

Mr. Little congratulated Byrd on their recent victory and that they are now state bound.

Mr. Nations congratulated the leadership provided by Mary Trammel, he also is humbled by the Board's electing him to the 2021 executive committee, and he wished everyone a Merry Christmas.

Mr. Riall wished everyone a Merry Christmas and congratulated Caddo's principals of the year, and explained the "Cocoa Bomb" at each Board member's station.

Mrs. Bell thanked Attorney Scott for the \$10,000 donation to BTW and the \$5,000 to the Huntington law program; she challenged others to give back to the Caddo School System, and wished everyone a Merry and safe Christmas Holiday.

Dr. Douzart thanked everyone (the Board, administrators, teachers, et.al.) for their support during 2020 and what the District has had to go through, announced that two hospitals in Shreveport have received the Covid vaccine, and she wished everyone a Merry Christmas and a Happy New Year.

Christine Tharpe reported on visits this week to schools in District 8 and expressed appreciation to Mr. Burton and Mr. Mainiero for arranging what has been a great experience. She also congratulated Ginger Gustavson for being named high school principal of the year.

Dr. Vinson echoed comments by Mrs. Bell on Jacquelyn Scott's contribution, and he thanked the Superintendent and administration for being so responsive to all calls. He also wished everyone a Merry Christmas and he looks forward to serving under Mr. Albritton's leadership in 2021.

Ms. Trammel wished everyone a Merry Christmas and shared with Ms. Glover that the Board hears her; and the Board and staff is working and she believes she will see that in the future.

Mr. Albritton shared his appreciation of the honor to serve as president of the Board, he also knows that he will sit in a position held by a close friend of his – Larry Ramsey who set the standard which he hopes to be able to live up to that standard. He also noted what the Board must deal with today versus issues in the 80s, but he appreciates the Board staying focused on what must be done.

Mr. Rachal said this is a very special time of the year for his family; and with all we have to be thankful for, he encouraged everyone to take the time for prayer and remember our many blessings.

Ms. Trammel expressed to Superintendent Goree that despite the journey since March of this year, he and the staff have done an outstanding job in keeping the staff and the students safe. Dr. Goree noted how long the past eight months have been, but how grateful he was that he had Mary Trammel along this journey and how appreciative he is for her leadership and support.

## **EXECUTIVE SESSION**

13.02 Superintendent's Evaluation and Review of Contract/Goals. *Mr. Rachal moved, seconded by Mrs. Bell, to go into executive session for the purpose of the Superintendent's evaluation and review of contract/goals. Vote on the motion to go into executive session carried, and the Board went into executive session at approximately 5:58 p.m.*

The Board reconvened in open session at approximately 7:00 p.m. *Mr. Riall moved, seconded by Mr. Little, to (1) approve the Superintendent's evaluation, (2) to extend the Superintendent's contract until December 31, 2024, (3) that the Superintendent's contract be modified to provide a 2 percent annual step increase upon a satisfactory evaluation score of Meets Expectations or higher with the first step eligibility being December 2021, (4) the Superintendent's goals for 2019-20 and 2020-21, and (5) authorize the Board President to evaluate whether the Superintendent is entitled to incentive pay based on his achievements relative to the Board approved goals of 2019-2020. Vote on the motion carried unanimously.*

Adjournment. *Mr. Riall moved, seconded by Mr. Albritton, to adjourn. Vote on the motion to adjourn carried unanimously and the meeting adjourned at approximately 7:03 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Mary A. Trammel, President

**January 5, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton, Jasmine Green and Tony Nations. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams and Board members Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Barry Rachal and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:50 p.m. The invocation and Pledge of Allegiance were omitted.

**PRESENTATIONS**

State of the District. Superintendent Lamar Goree shared a video capturing 2020, narrated by Cerena Olivier, student at Atkins Elementary, reported the following highlights of the District's accomplishments and opportunities during the last school year.

- Remained the highest performing large school system in Louisiana
- Set the state standards for COVID-19 response and action plan
- Completed Caddo's five-year strategic plan
- Recognized 21 National Merit Semifinalists, 9 students with perfect ACT scores; 2 US Senate Youth Program Semifinalists
- Recognized Louisiana Elementary Student of the Year Finalist
- Recognized Louisiana Middle School Principal of the Year Semifinalist
- Opened Broadmoor STEM Academy
- Opportunities include support an equity agenda with academic excellence for all children, navigate the COVID-19 pandemic using the best information available from our medical and educational partners, and adopt a well-designed, thoughtful strategic plan that encompasses the district's priorities
- Academic Division highlights include
  - Caddo allowed to be among the first districts to provide virtual learning as a result of innovative vision and well-executed planning
  - Garnered the largest competitive grant award amount in the state for COVID response
  - Researched and implemented Canvas, the nation's leading learning management platform
  - Achieved a 1:1 student-technology ratio
- Academic opportunities include
  - Create a long-term plan to ensure quality instruction in all instructional models
  - Maximize opportunities to offer professional development in alignment to curriculum, instruction, and resources
  - Support teachers and support staff in addressing unfinished learning
  - Develop unique action plans for schools based on their strengths and challenges
- HR highlights include
  - Continued to have among the highest fill rates in recent history
  - Hosted virtual job fairs to recruit certified and classified staff
  - Partnered with outside organizations to increase opportunities for certification, ex. GRAMTeach
  - Instituted creative and thoughtful initiatives to increase pool of applicants in part-time, full-time, and substitute positions
  - Created and implemented an updated classified evaluation tool
- HR opportunities include
  - Continue to support innovative initiatives to attract candidates to the teaching profession
  - Provide resources and supports that employees need to navigate the pandemic
  - Evaluate all positions for efficiencies to ensure job descriptions are aligned to district priorities
  - Ensure evaluations support professional growth
- Finance highlights include
  - All employees maintained their pay even while communities were under stay-at-home orders
  - Conservative spending practices allowed the district to go without using reserve funds
  - Addressed student-focused priorities through budgeting process
- Finance opportunities include
  - Address declining student enrollment

- Continue to manage insurance opportunities for employees, ex: vision insurance and improved disability coverage
- Effectively control retirement and health care costs
- Operations highlights include
  - Provided over 700,000 meals during the spring
  - Purchased 25 new air-conditioned buses
  - Reviewed all transportation routes for efficiency and safety
  - Completed renovations throughout the district while operating amid strict Covid guidelines
- Operations opportunities include
  - Continue to determine the best future use of off-lined facilities
  - Manage the process to operate facilities that are an average age of 75 years old
  - Providing internet opportunities for students
- State of the District Continued
  - Continue Academic excellence for all children as our defining mission
  - Remain focused on safety of students and staff
  - Prioritization is critical in maximizing expenditures, and
  - Despite the fact that COVID-19 changed everything, we are stronger and more resilient as a result.

Mr. Nations asked how this information will be shared with the public, and Dr. Goree stated this year it will be pushed out on Caddo's web site, shared on social media, and emailed to staff and families. Mr. Nations requested a copy of the presentation. He also commended the Superintendent and the staff for this positive report and stated that for those who regularly ridicule the Board and administration for the job being done, he asked them to take the statistics as well as the accomplishments, compare them to similar size districts, and note the major improvements in the midst of a pandemic. Dr. Goree highly commended his staff for the enormous number of hours put in last year.

Ms. Green echoed the comments about the video, congratulated the Communications Department on these, and encouraged staff to keep up the good work. Dr. Goree also commended Charnae McDonald for her hard work in this presentation. Ms. Trammel commended Cerena Olivier for her outstanding work in the video and that the high energy seen is true of her every day. Dr. Goree noted there are many "diamonds" across the district.

Mrs. Bell echoed Tony Nations' comments and stressed how successful the Amazing Shake program has been for Miss Olivier and many other Caddo students. She also stated her desire to see preK4 in every school as well as an increase in dual enrollment in every high school, including students at Ombudsman.

Dr. Goree concluded by thanking the Board because it was faced with many challenging decisions during 2020 but continued to support advancing opportunities for children.

### **ESTABLISH THE AGENDA AND CONSENT AGENDA FOR THE JANUARY 19, 2021 CPSB MEETING**

Dr. Goree highlighted items for the Board's consideration at its January 19, 2021 CPSB meeting and the following discussion ensued.

Purchasing Bids. Mr. Rachal announced that he visited with staff on Monday on this and would like the staff to explain the decision to not select the lowest price. Sharon Golett, director of information technology, highlighted the process and explained the vendor submitting the lowest cost was not chosen because of other criteria considered, such as product, service and support. She further explained that in 2015 the District worked with the vendor (AT&T) to double the bandwidth from 500 Mb to 1Gb; and in the course of a year, the vendor failed to deliver the circuit which led to cancelling the contract. During that time, we lost our ability to file for e-Rate discounts, we struggled with our bandwidth, as well as on-line student testing and staff having to scramble to provide adequate bandwidth during on-line testing, in addition to erroneous billing, failure to receive credits in a timely fashion and our e-rate audit jeopardized. She stated it was these factors, outside of the cost, where the vendor scored low and staff awarded it to the other two vendors. Mr. Rachal noted that this is an RFP, which is different than an RFQ, and Ms. Golett confirmed that to be correct. He further stated that with this being a proposal, he believes the District has the ability to negotiate with the vendor. Ms. Golett clarified additional requirements to follow with e-Rate procurement and a competitive bid; and because it calls for a competitive bidding process, an RFP is the closest thing Caddo can do to

get best prices and services. Mr. Rachal asked if he is correct in saying that to get the best pricing, and because this is an RFP, we still can negotiate with any of the vendors. Ms. Golett said she believes that is correct. Mr. Rachal noted the cost difference between AT&T and the other vendors and asked if he understands correctly that if one company can do it for 25% less, don't the others have enough cushion to do it at a better cost. Ms. Golett agreed and stated she believes this is a baseline for the industry in general, and we can encourage/pressure them to be competitive in their quotes. Mr. Rachal said he believes this could be an opportunity to negotiate these quotes. Dr. Goree agreed with Ms. Golett's statement that we have the ability to negotiate with each of the two vendors; and Ms. Golett said she will work with the Purchasing Department relative to any leeway in negotiating.

Attorney Abrams stated the need to be careful in negotiating because of the e-Rate rules and limitations, and he would need to look into it further before further negotiations. Ms. Golett explained she is very comfortable with the prices because they are for 10Gb at each location and we currently pay a little more for 8Gb. The contract award is for three years, which allows them to recap, but short enough after three years that the vendors know their need to be competitive in their pricing. Mr. Rachal also asked about a cost to the District if there are changes, and Ms. Golett said there is a cost to the District when devices are reconfigured because new IP addresses must be put on them. She further explained that each vendor has their own set of IP addresses so we would have to reconfigure our devices. The incumbent is Luman (or CenturyLink) and we kept one with Enterprise so we would not have to reconfigure all the devices. Mr. Rachal reiterated that since this is a proposal, he believes we do have the opportunity to renegotiate and discuss services and/or cost. Mr. Abrams reminded him that may not be the case when dealing with a bid, and the reason vendors the size of AT&T can provide a low baseline is the other parties were not providing additional services. Mr. Rachal reiterated his understanding that the procedures for an RFP and an RFQ are different, and he can discuss this with him later. Ms. Golett noted her concerns with doing something different and keeping the state bid and the e-Rate bid process aligned.

Policy BCAD. Mr. Abrams said these revisions come as a result of legislation passed recently by the Louisiana Legislature and the ability to conduct Zoom meetings under the Governor's Proclamation re: emergency situations. He further explained the limits on school board meetings.

Consideration of Proposed Job Description. Dr. Goree explained the proposal to add a position to the current budget, and staff has looked at the consolidation of other positions in order to fund this position. He explained this person would be responsible for *marrying* HR, Technology, and Payroll; and this recommendation comes from 2014 and is a position that staff believes will pay for itself because we will be able to avoid fines incurred as a result of mistakes/oversights.

D. Vinson asked who currently is responsible for these functions, why can't we assign additional duties to those currently on staff. Dr. Goree said he does not know the actual pay grade, but staff can provide this information. He also said staff can assign it to someone else for *marrying* these divisions together, but it is a unique opportunity to place this Tech person in HR to help support the need. Mrs. Woolfolk stated the range in the salary is \$62,000 to approximately \$78,000 and that two unfilled positions will be eliminated. She said it is something that is needed, and there will be additional income resulting from the decrease in fines paid to the three different retirement systems because clean data was not inserted.

Mr. Little stated his support in this position because he understands that fines have been incredibly high and believes this would pay for itself.

Mrs. Bell stated her agreement with Mr. Little and the need to look at the criteria and responsibilities to assure that whoever is selected has the knowledge of what needs to be done. Mrs. Woolfolk clarified that LDOE has explained there will be some fines; however these will be minimum.

Mr. Rachal asked if the two positions being lost are permanent, and staff responded it is a permanent loss. He also asked if this will help the District with compliance and staff responded it will. Mr. Howard stated the amount last year was \$830,000 and approximately \$1 million over two years with last year being catching up on a lot of years. Mrs. Woolfolk said it had not been monitored since 2007, so the District had to go back and pay fines, and staff wants to get this corrected.

President Albritton announced that the following items are the consent agenda: 8.02-8.03 and 13.01. *Mr. Nations moved, seconded by Ms. Green to approve the*



*proposed agenda and consent agenda for the January 19, 2021 CPSB meeting as presented. Vote on the motion carried unanimously.*

**Announcements.**

Dr. Douzart asked for a point of personal privilege to ask Attorney Abrams if it is a penalty or violation if a Board member is absent from a committee meeting, and if there is a penalty or violation if a Board member is absent from a required regular meeting. She also asked Mr. Abrams to explain the difference in a Board member being absent from a committee meeting and a Board member being absent from a required regular meeting. Mr. Abrams responded the need for him to look at the statute, which he does not have in front of him. He said a Board member is required to participate in so many regular Board meetings, and a Board member is paid for attending these meetings. He added that the President and Officers also receive a different amount for attending the executive committee meetings, but not for the committee meetings. She again asked if she understands there is no violation or penalty for not being present, and Mr. Abrams said there could be one associated for not attending Board meetings. Dr. Douzart noted there was a Board member absent for the December 15, 2020 Board meeting and there was nothing questioned. She said she feels like it should not have been questioned, and she believes someone created unnecessary when questioning a person being absent from a committee meeting. She noted one of the things discussed on December 15, 2020 was Covid-19 and her earthly father would tell her God did not make mistakes, but human beings make mistakes; and God is not the author of confusion and that is why she places all her trust and faith in God. She said she has developed a written plan and program to help the failing Caddo Parish Schools, and hopes to present this to the Superintendent and Board at a later date. President Albritton suggested that Dr. Douzart present this plan to the Superintendent for review.

Mrs. Bell asked everyone to put Daniel Lee McDonald, 1<sup>st</sup> grader at Southern Hills Elementary, on their prayer list for healing; and she presented to Mary Trammel from the Board a love offering in the loss of her sister.

**Visitors.** The following visitors addressed the Board on items on the January 19<sup>th</sup> agenda: Jackie Lansdale, president, Red River United: policy on virtual Board meetings and procedures for public input, creation of new position, fines paid, and accountability.

Mr. Nations encouraged Board members to continue to pray because prayers do work, and he shared a good report on a family member's medical tests.

Ms. Trammel thanked the Board for their prayers and for their kind consideration.

**Adjournment.** *Ms. Green moved, seconded by Mr. Nations, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:13 p.m.*

**January 5, 2021**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Dottie Bell, Raymond Green, Tony Nations and Dr. Terence Vinson. Mr. Riall was absent. Also present were Superintendent Lamar Goree and Board Attorney Reggie Abrams, and Board members Jasmine Green, Mary Trammel and John Albritton.

Chair Dottie Bell called the meeting to order at approximately 2:31 p.m. and a quorum of the committee was present. Dr. Vinson led in the invocation and Pledge of Allegiance.

Chair Bell recognized the 2021 members of the Insurance and Finance Committee as follows: Raymond Green, Tony Nations, Steve Riall, Dr. Terence Vinson and herself as chair. She announced a change in the agenda to allow visitors to speak before the committee takes any action on Item 1.04.

**Confirm the Agenda.** *On motion by Raymond Green, second by Tony Nations, the committee confirmed the agenda as submitted.*

**Proposed Revisions to CPSB Policy EGA.** Chief Financial Officer Jeff Howard clarified that the recent circulating information regarding the district pushing retirees to Medicare is not true and there has been no discussion on that. He stated that Lynn Hooper has established a relationship with the retiree groups and is meeting with them and is willing to meet with any group wishing to do so to discuss any insurance related issues. He also reminded those present that the Insurance Audit was presented a few months ago; and as a result of recommendations from the audit, proposed revisions to the district's insurance policy (CPSB Policy EGA) are being brought to the committee for consideration today and hopefully approve and recommend same to the Board for approval. He noted that one thing that is not in the proposed revision and was talked about in the audit is the eligibility for health care benefits in retirement. He said if someone comes to Caddo from Bossier (as an example) and works for one day minimum, they can retire with full healthcare benefits. He explained that in researching other districts in the state, that is not the case and they have it set up where an employee can have partial vesting (5 years) and then up to 10, 15 and 20 years. He reminded everyone also that Caddo's plan is grandfathered in since we are self-insured under the Affordable Care Act; and if we make changes greater than a certain percentage of the amount we pay for our employees, we are no longer grandfathered. So, before staff brings something to the Board for approval to change that policy, staff will research fully what it would cost the District if it loses its grandfather status; and is the cost greater than what we are currently absorbing.

Lynn Hooper, director of insurance, stated that even though there is no proposal to change the vesting schedule at this time, staff is bringing an EGA update which would afford the opportunity to do so upon discretion of the Board at a future time. She shared a copy of the following proposed revisions to Policy EGA:

- To be eligible for the retired benefits, an employee's coverage must be in effect immediately prior to retirement; and the subsidy of a retiree's premium is based on the number of years immediately prior to retirement as determined by the School Board (this allows for change by the Board in the future). (Audit Recommendation #4)
- Premium payments – add "and survivors" must elect to have their health and life insurance premiums through the retirement system. Retirees are currently required to do so and it is recommended that survivors do so as well.
- Add to the requirement for employees, retirees and survivors eligible to keep their insurance but do not receive a paycheck or retirement check to make their monthly payments to the CPSB Insurance Department to cover the member's cost of the premium that it will be done via the method of payment determined by the School Board.
- Regarding premium due date and grace period of 30 days, it is recommended to delete the statement "which is the same as the group plan with our insurance carriers".
- Add Premium Refunds – Employees, retirees, and survivors are responsible for notifying the CPSB Insurance Department of life events and Medicare coverage within 30 days. Caddo Parish School Board will refund a maximum of 2-months of premium overpayment due to untimely notification. (Audit Recommendation #7).

Dr. Goree asked, since staff is asking the Insurance and Finance Committee to bring a recommendation to the Board on the staff insurance coverage policy, that the Committee take public comments on this matter prior to the insurance update.

Mr. Nations expressed he is glad to hear there are virtually no changes after hearing from a retiree that there was a concern about changes in the insurance and learning that those things were not true. He added he believes what he is hearing is it is better than it was before and he appreciates the work to take care of the employees and retirees.

Dr. Vinson asked if this information was added to BoardDocs, and staff responded it was available on BoardDocs as of Monday.

Mrs. Bell stated that this is good information and hopefully will stop some of the myths being shared. She asked for the information shared with the committee today to be shared with all active employees and retirees; as well as Ms. Hooper and staff to meet with the various organizations to share this information. Ms. Hooper added she will also send out a mailer as soon as she gets the call center number to make them aware of all this information and how enrollment will work.

Dr. Goree encouraged everyone that staff is only a phone call away from clarifying any information relative to insurance benefits.

Ms. Trammel said being a retiree it is alarming when something is shared regarding the insurance and she thanked staff for clarifying the misinformation which she believes that this policy change makes it clear.

Visitors. The following visitors addressed the Committee on the proposed revisions to Policy EGA: Jackie Lansdale, president, Red River United – lack of information in organization meeting relative to proposed changes, request for insurance personnel to attend the organization meeting, their vested interest in the product because it is a benefit of employees and teachers they represent, and directive from the Board that the Insurance Department meet with them. Jon Glover – information she copied and pasted to Transparency page, and providing information on agenda items in a more timely fashion (attachments released when agenda is released). Emma Shepherd, on behalf of president of Caddo Retired Teachers Association Vickie Grange – information today clarifying rumors, availability of Insurance Department staff, and having a seat at the table when these issues are discussed to avoid misinformation.

*Dr. Vinson moved, seconded by Mr. Green to recommend the changes to Policy EGA to the entire Board. Vote on the motion carried.* Mrs. Bell announced this recommendation will be presented to the Board at its next meeting.

**Insurance Update.** Ms. Hooper announced the following renewals for 2021-22: no change in health insurance (active and retirees), no change in dental insurance (active and retirees), no change in life insurance (active and retirees), and decrease in disability insurance premiums with an improved plan. New plans being offered include vision insurance (being offered to active and retirees), accident insurance, critical illness insurance, and hospital indemnity insurance (all are with the same two carriers the District is currently using). She further reported that health plan changes include: Covid-19 vaccine will be covered at 100% (both doses) and Act 32 of the most recent legislative session requires the District's health coverage to be effective the first day of employment for new hires (only during any health crisis, i.e. Covid). Regarding unpaid premium repayment, she stated that as a result of the audit, she conducted a full reconciliation and there were several employees and retirees that were either not paying for health insurance at all or they were paying a decreased amount. The total number of employees impacted is 42 and the total owed is \$195,000 with the total collectible amount being \$169,048. The total number of retirees impacted is 66 with \$509,000 owed and \$266,000 is the collectible amount. She confirmed that these individual were not paying, but were using the health insurance coverage.

Dr. Vinson asked why isn't the entire amount recoupable? Mr. Abrams explained that the entire amount is not collectible because of the three-year prescriptive period and we will only be able to go back approximately 34 months on these claims. Dr. Vinson asked about the total number of years this occurred? Ms. Hooper responded the largest number of months was 141 months and was a retiree (since 2008). Dr. Vinson asked how does this happen, and Ms. Hooper explained that one of the audit recommendations was to reconcile and reconciliations were not being completed relative to who was on the health insurance, who was using the health insurance and who was paying for the health insurance and if they were paying for the correct coverage. This is now being done and will be done moving forward. Dr. Vinson asked if there was a previous audit to this one, and Mr. Howard stated this was the first internal audit of the Insurance Department; and while every department is included in the annual external audit, but not at the detailed level to catch something like this. He further stated that this was brought to their attention before the internal audit started and is why staff pushed to get this done. Dr. Vinson stated he knows someone is responsible and there may be a need to look at doing procedures differently. Dr. Goree

stated that Ms. Hooper can explain those things that have been changed and implemented that will prevent this from happening in the future; and further stated that it was under Mr. Howard's leadership as Chief Internal Auditor that a schedule was developed in 2012 to conduct audits of all internal functions of the school system. Ms. Hooper further explained that another audit recommendation was automation, and the benefit and administration system being implemented with open enrollment this year will take the data and pass it to the carriers and the payroll system so if something is not matching up, there is an immediate notification. She also added she is doing reconciliations now based on reports she can pull, but she stated the new system will be much improved.

Ms. Trammel asked if we have been entering the information manually, and Ms. Hooper confirmed that to be correct and cited specific examples of how it was done and how possible errors could have occurred. Dr. Goree added that those identified (active employees and retirees) are persons who are actively using the insurance over the years and have not been paying premiums; and staff is not recouping money from persons who were not paying premiums but were not using the insurance.

Mrs. Bell asked about the 66 and 42 active employees/retirees and if everyone on this list has been contacted. Ms. Hooper stated that all the active employees have been contacted and are currently paying premiums. She added staff was requested to stop contacting the retirees to make certain the Board was aware before information was disseminated.

Ms. Green asked if the amounts retirees will have to repay are reasonable amounts. Dr. Goree responded the average is less than \$3,000, and staff is willing to work with each person individually to determine a plan that works for them to repay what is owed. Ms. Green stated her concern for an elderly retiree on a fixed income and the possibility that we may need to take a loss, but Dr. Goree confirmed that is not an option, but staff will be extremely user friendly in supporting our retirees in this situation.

Mr. Rachal asked about the current balances in the undesignated fund and in the OPEB trust? Mrs. Bell clarified that will be covered under the financial updates. Ms. Trammel noted as a retiree if she looks at several statements and does not see a known amount deducted, she would call and ask for an explanation.

Dr. Vinson stated this alarms him because it appears this is an issue not only here, but overpayments, etc. in other areas. He said he hopes we will focus on this and give it priority attention to hopefully reign it in, because many times Board members ask for things for their schools but are told there is no money.

Mr. Rachal asked staff to clarify for the record that there are no costs resulting from the recommended changes. Mrs. Bell stated this has been discussed, the committee heard from visitors, the changes clarified to the public, and the committee has voted on it, so she asked that Mr. Rachal get with staff for clarification on this matter so the committee can move forward on the agenda. Mr. Rachal stated the only purpose for the question was for information and he would appreciate it being public, and Mrs. Bell clarified it was public and if Mr. Rachal would have been in the meeting he would have seen it was made public.

Mrs. Bell stated the importance of employees and retirees being aware of what should be deducted from their checks; and we can't blame staff members in place now for something that happened before they were in their current positions. She said the audits are now catching these things and we now need to do what we can to work with our employees and retirees to recoup what is owed the District.

Mr. Rachal stated that the District cannot continue to pay for employees/retirees insurance and asked what the procedure will be (deadline date) in responding to those who are not paying. Dr. Goree stated that Ms. Hooper is working with legal counsel to develop a schedule with defined timelines for repaying what is owed, and all will be done within the confines of the law. Mr. Rachal asked if an employee or retiree says they really want to pay what they owe and keep their policy, what will have to be done. Dr. Goree said the conversation with the individuals will be not only what their current premium is but also an amount owed; and whatever structure is set up, the employee/retiree must meet it or their insurance will be terminated. Ms. Hooper noted the stipulation in Policy EGA that states a 30-day grace period. Mr. Rachal asked if the 30-day period means it must be paid in full in that timeframe, and Dr. Goree clarified it is whatever the agreement is with the individuals in paying back the amount in the scheduled time (up to 34 months).

**Review of Financials.** Mr. Howard shared a copy of the November General Fund financials and he highlighted the following:

Property taxes – The large property tax check the District receives will come in January. In past years, the collection percentage has been approximately 98.5%, but because of Covid, it is anticipated to be less.

Sales taxes – The sales taxes through November are up 4.7% compared to the same July – November of 2019.

MFP funds (per student funding from the State) – The District budgeted for 800 students fewer than the previous year; and as of October 1, the count was 1,140 fewer students (or an approximate \$2 million drop).

Leases and Royalties – At this time, the District is \$500,000 over what was budgeted in income and most is because of the wells on the Carver property.

Expenses – Mr. Howard said while it is difficult to compare apples to apples at this time, because three months of teachers' salaries checks are cut in June for June, July and August, but staff's analysis is we are within budget and feel good about it at this time.

In response to Mr. Rachal's question, Mr. Howard stated that the OPEB Trust balance is approximately \$25 million and the undesignated fund balance is approximately \$13 million, which is up from \$4 million last year. Dr. Goree also added that the OPEB is at \$25 million because we out-performed the budget and did not have to draw dollars from it.

Mr. Rachal asked about the group health internal service fund, and Mr. Howard stated the balance in this fund is approximately \$60 million, which includes designated, so the undesignated is approximately \$45 million. With Covid, Mr. Howard stated staff saw an increase in expenses with the Covid and saw it go down as a result of people not going to the doctor or having elective surgeries. Mr. Rachal stressed it is this fund that has helped the District keep premiums down and provide the highest quality insurance benefits possible. He asked about the sales tax and the report that we were up 4.7% and that year-to-date we received \$28 million. Mr. Howard explained that sales taxes are booked a month behind so the last month we will book two months (December sales will not be remitted to the Sales Tax Commission until January). He further explained that the 4.7% increase is when looking at the \$28 million and compare it to what the number was at this time last year. Mr. Howard also explained that one of the things that helped with the sales tax is beginning July 1<sup>st</sup> on-line retailers are required to register and submit sales taxes, which they have not been required to in the past. Mr. Rachal asked if there are any areas in the budget where staff has major concern, and Mr. Howard responded no because staff is watching salaries and staff closer than ever before and as a result feels good about where the District is. Dr. Goree added it is certainly staff's goal to out-perform the budget again this year. Mr. Howard also noted the work for next year's budget due to the current budget relying on one-time money with the Cares Act Fund. Mr. Rachal asked if it is an almost even "swap" between sales tax dollars and the decrease in MFP dollars? Mr. Howard said he is estimating that the sales tax dollars will be \$5 million more than budgeted which will help make up for some of that difference. Also, he believes the lease and royalty income could possibly be \$1 million over what is budgeted.

Mrs. Bell asked if the District will receive any of the HEALS Act, and Mr. Howard responded we do not know at this time, but some of it will be forwarded to local districts. Dr. Goree announced that State Superintendent Brumley informed districts of a State call with the Federal Government today for information on how those dollars will be distributed to the states; and he added these type funds (HEALS Act, Cares Act) are generally designated to cover costs already incurred as a result of the pandemic.

Dr. Vinson asked Mr. Howard about the last time the District looked at who we worked with relative to investing our money. Mr. Howard reported that within the last two years, the District contracted with Reliant Investment Group who handles the investments for most school boards and actually wrote most of the policy that governs what governmental bodies can invest in. Dr. Vinson asked staff to provide him the year this happened.

Visitors. The following visitors addressed the committee: Jackie Lansdale, Red River United – teacher numbers in context and benefits program in recruitment, comments relative to change to a tiered program for benefits in retirement, FMLA, and future meeting with the insurance liaison.

**Adjourn.** *Mr. Nations moved, seconded by Dr. Vinson, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 3:37 p.m.*

**January 5, 2021  
CPSB Special Session**

**Members present:** Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Steve Riall and Christine Tharpe were absent. Also present were Dr. T. Lamar Goree, Secretary and Reginald Abrams, Legal Counsel.

President John Albritton called the January 5, 2021 CPSB Special Session to order at approximately 4:30 p.m. and a quorum was present. Ms. Green led in the invocation and Pledge of Allegiance.

**Visitors** – None

**Consideration of Personnel Recommendation.** *Ms. Trammel moved, seconded by Mr. Rachal, to approve the personnel recommendation for the instructional technologist as recommended by the superintendent and submitted in the electronic mailout. Vote on the motion carried unanimously.*

**Consideration of Increase in Sub Pay.** *Mr. Nations moved, seconded by Mrs. Bell, to approve an increase in hourly salary from \$7.25 to \$10.00 per hour for substitute paraprofessionals, substitute custodians, and substitute child nutrition workers as recommended by staff and submitted in the electronic mailout. Mr. Nations asked why this has not changed before now and why it was so low to begin with. Dr. Goree explained that before his tenure Rahmberg, Stover and Associates conducted a salary study for the District and determined the appropriate regional rate for setting salaries and he believes that was what was set at that time. In review of what these jobs are paying today, and looking at how critical these positions are to the District's operations and problems in filling them, staff believes this to be an appropriate increase. Mr. Nations stated he believes this will be an incentive to attract substitutes in these critical areas. Mrs. Bell echoed these comments and thanked staff for bringing this forward. Mr. Little stated his support and asked about the possibility of expanding it, i.e. teachers covering an absent teacher's responsibilities because a sub could not be in place. Dr. Goree responded that staff is aware and is looking into this. Mr. Rachal stated his support and asked what the impact is to the budget. Dr. Goree stated that this will require a very skillful approach to managing the budget (dollars allocated in the budget line item for subs), and staff believes because of dollars saved from not being able to fill positions this year, there will not be a negative impact on this year's budget. Mr. Rachal asked what is the expected extra expenditure? Mr. Howard stated he does not have that amount in front of him but will provide that to the Board. Dr. Goree added that the unknown is how much will this increase our capacity to get people to do the work, and Mr. Rachal stated his agreement, but he would like to know what the expected cost will be. Dr. Goree stated that in looking at the cost and being able to fill every position, he said because we are half way through the school year with a large number of positions staff could not fill mainly because people would not do it for that little money, staff has been able to capture a lot of those dollars. Mr. Rachal asked staff to provide him an estimate of the cost to the budget each year from this approval forward. Mr. Howard stated he does not have that number in front of him, but staff does believe the cost is within the amount budgeted for this year and going forward it will not be necessary to increase the budget since we already budget for subs (sub teachers and others). Mr. Rachal clarified that he hears that what we have budgeted for subs in the past has not been entirely used each year, and Mr. Howard confirmed that is correct. He also stated that he believes the \$10 hourly rate is still low and asked what the cost per dollar per hour for these positions would be if it were \$12 an hour. Dr. Goree stated concerns when beginning to change these salaries because of functions, and the possibility other positions would probably need to be adjusted; but the reason the Board is asked to consider this today in a special session is because the District is in the midst of an emergency. He added he believes HR can begin to look at all the sub schedules to insure we are paying everyone appropriately, and noted conversations with the employee organizations about paraprofessionals who are keeping our In School Suspensions (ISS) and staff is looking at this. Mr. Rachal asked if the Board is looking at something that impacts the budget, that staff bring the numbers.*

Ms. Trammel asked the current hourly wage for employees in these positions, and Dr. Goree clarified that one thing staff insured is that the sub pay was not increased above what employees in those positions make. She also noted visiting schools and other people covering classrooms, and asked if they receive any stipend for doing so. Dr. Goree said staff is aware and is looking at how to address this especially in the high schools members of the academic team are sent to help in the schools.

Mrs. Bell asked if what the Board votes today will be a permanent change even after the pandemic. Dr. Goree confirmed that the change will become a change in the District's compensation plan and is in the District's budget every year.

Mr. Nations asked about the next opportunity to revisit this issue as he too believes \$10 an hour is low. He would like, when the funds are available, to revisit this. Dr. Goree stated that while the salary study was a costly study, it is important to work with someone who knows this so you do not correct one area and throw other areas of the compensation schedule out of line.

Dr. Douzart reiterated that when there is a shortage of subs, it is not a hidden agenda, but a "go beyond the call of duty". She added there have been many times when teachers would use their planning periods and other time to take the place of a sub; and there are dedicated teachers who are willing to help out when there are not ample subs.

*Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Nations moved, seconded by Dr. Douzart, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 4:50 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**January 19, 2021  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Christine Tharpe, Barry F Rachal, Tony Nations, John L Albritton, and Dottie Bell. Also present were T. Lamar Goree, Ph.D., secretary and Reggie Abrams, board attorney.

President John Albritton called the meeting to order at approximately 4:33 p.m. and a quorum was present. Steve Riall gave the invocation and led the Pledge of Allegiance.

**Consideration of Minutes of the December 10, 2020, December 15, 2020 and January 5, 2021 CPSB Meetings.** *Ms. Green moved, seconded by Mr. Riall, to approve the minutes of the December 10, 2020, December 15, 2020 and January 5, 2021 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried unanimously.*

**Presentations and Recognitions.** Charnaé McDonald, assistant director of communications, shared a video hosted by Alex Latin, 1<sup>st</sup> grade student at Judson Elementary Magnet School, of the following District recognitions:

Caddo Students of the Year. The following students were recognized as Caddo's Students of the Year: (1) elementary - Luca Mikaberdize, 5<sup>th</sup> grade, South Highlands Elementary Magnet; (2) middle school - Lily Drach, 8<sup>th</sup> grade, Donnie Bickham Middle School; and (3) high school - Diya Desai, 12<sup>th</sup> grade, Caddo Magnet High School.

United States Senate Youth Program Semifinalists. The following students were recognized as semifinalists in the United States Senate Youth Program: Brooke Fegley, Captain Shreve High School; Sarah Briery, C. E. Byrd High School; and Sameer Tirumala, Caddo Parish Magnet High School.

Top Student Scientist. Joey Clary, Caddo Parish Magnet High School senior, was recognized as one of the 300 top student scientists across the country.

Staff also shared a collage of snow day 2021 pictures of Caddo students.

School Board Recognition Month January 2021. In recognition of School Board Recognition Month, Superintendent Goree presented a token of appreciation to Board members for their service and commitment to the children of Caddo Parish.

Presentation to Past President Mary Trammel. President Albritton and Superintendent Goree presented a plaque to Mary Trammel in recognition of her service as the Board's President for 2019 and 2020.

**CADDO EARLY CHILDHOOD COMMUNITY NETWORK'S COORDINATED FUNDING REQUEST FOR PUBLIC COMMENT**

President Albritton announced the time is open for public comments regarding Caddo's Early Childhood Community Network's Coordinated Funding Request. There being no speakers, the time for public comment was closed.

**VISITORS**

The following visitors addressed the Board on matters of concern or interest: Mary Nash-Robinson, Magnolia Charter School, announced she wished to waive her time to speak now and to speak prior to the Board's vote on the charter renewal on the agenda. Jackie Lansdale, president, Red River United - Federal funds allocated for public education, lack of recognition from the administration and Caddo Board to provide stipends, taking everyone at face value, provide ISS coordinator the same benefit as bestowed on other employees, recognize use of extended sick leave by all employees, and recognize new parents willing to take time off without pay to bond with their newborns.

**Establish the Agenda**

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued. Mr. Albritton announced the following items as the consent agenda: 6.02-6.03, 7.01, 8.02, 8.04 and 13.01. *Mr. Rachal moved, seconded by Mr. Nations, to establish the agenda and consent agenda for the January 19, 2021 CPSB meeting as presented. Vote on the motion carried unanimously.*

**Confirm the Consent Agenda**



*Mr. Rachal moved, seconded by Mr. Little, to confirm the consent agenda. Vote on the motion carried unanimously. The following is a summary of the Board's action on the consent agenda items.*

6.02 Personnel Transaction Report-Resignations-Dec., 2020. The Board approved the personnel transaction report (resignations, December 2020) as recommended by staff and submitted in the electronic mailout.

6.03 Requests for Leaves. The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

7.01 Purchasing Bids. The Board approved the bid(s) of CenturyLink Communication, LLC dba Luman Technologies Group and Conterra Ultra Broadband, LLC for the purchase of Internet Access Services as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets. *The bid tabulation sheets are filed in the official papers of the January 19, 2021 meeting.*

8.02 Consideration of Proposed Revisions to CPSB Policy BCAD.

The Board approved the proposed revisions to CPSB Policy BCAD as recommended by board counsel and submitted in the electronic mailout.

8.04 Consideration of Proposed Revisions to CPSB Policy EGA. The Board approved the proposed revisions to CPSB Policy EGA as recommended by the Insurance and Finance Committee and submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings. The Board approved the readmission of student MM as recommended by staff and submitted in the electronic mailout, and whose parents are in agreement

## **PROPERTY/BUS RENTAL REQUESTS**

Dr. Vinson announced he will abstain on the vote on this item due to a conflict. *Mrs. Bell moved, seconded by Ms. Trammel, to approve the request for use of Booker T. Washington gymnasium as recommended by staff and submitted in the electronic mailout. Vote on the motion carried with Dr. Vinson abstaining.*

8.03 Consideration of Proposed Job Description. *Ms. Trammel moved, seconded by Mrs. Bell, to approve the proposed job description as recommended by the superintendent and submitted in the electronic mailout.*

Mr. Rachal thanked Dr. Vinson for the questions at the last meeting and for staff's response. In wanting to understand about the department description, he asked if there was someone already in this position. Dr. Goree explained there is no one doing the functions of this position; and there is a process to follow, and it has not been promised to anyone. It could be someone from outside the system or from within the system, but staff will follow the guidelines set out by HR. Dr. Goree also added that this position is not an additional cost, but staff has reduced positions and looked at more creative ways to use the dollars. Mr. Rachal also asked what positions will be eliminated from the budget, and Mrs. Woolfolk explained that we did not replace a data clerk entry person when that person retired as well as a GBX operator. Additionally, they looked at the cost savings for TRSL findings which the district has had to pay in the past. She further explained this person will work closely with IT and payroll to make sure we run error reports and be very studious with what we do. This was also a recommendation in the 2014 audit findings. Mr. Rachal asked about the costs involved, and Mrs. Woolfolk explained the district has 3 different retirement systems that employees pay into and the largest is TRSL who has findings back to early 2000 that had not been corrected with a limit of 3 years to correct, and if not, fines are billed to the district. While there will always be findings, we can eliminate the large number. She also explained that the district has several software systems that do not talk to one another and this person will be responsible for building the bridge between each of them so we have clean data. Mr. Rachal asked if there are any additional findings where we are within the three-year limit of addressing; and Mrs. Woolfolk responded we are and we are catching up.

Mr. Little stated that as the new chair of the Audit Committee, the Audit Committee recommended more than 6 years ago that this position be filled, and he believes it is past time to fill it. He said he believes the position will pay for itself, and he encouraged the Board to approve this position. Dr. Vinson said he did pose some questions and he thanked Mrs. Woolfolk for her response; and while he supports this position, he is requesting the superintendent to address that this position is not being tailored for someone already in the system. Dr. Goree stated this position is not tailored for anyone; and while there are those

in the system who meet the qualifications and could do a great job, a slate of candidates that meets the qualifications will be interviewed and the best person will be selected.

*Vote on the motion to approve the proposed job description carried unanimously.*

### **Consideration of Magnolia Charter Renewal**

Dr. Mary Nash-Robinson, principal of Magnolia Charter High School, introduced Kim Derrick, principal of Magnolia Charter K-5 School, and Dr. Phillip Rozeman, vice president of their Board of Directors, all who are here to answer any questions the Board may have. She said they are most appreciative to the staff for walking them through the process.

*Dr. Vinson moved, seconded by Mr. Rachal, to approve the renewal of the Magnolia School of Excellence Charter School for a three-year period with (1) required conditions for improvement, (2) tracking procedures for measurement of measurable outcomes, and (3) a 75-day deadline for submission of the application prior to the state imposed deadline as recommended by the superintendent and the Long-Term Planning Committee.*

Mr. Rachal thanked the committee for the discussion on this matter, and he appreciates the additions made by the committee, restating the one with a 75-day deadline for submitting the application in advance of the state's deadline.

*Vote on the motion carried unanimously.*

### **Superintendent's Report**

9.01 Finance Division Update. CFO Jeff Howard stated that much of today's update was presented in the Insurance and Finance Committee meeting a couple of weeks ago, but he recapped the following update:

- Sales tax collections are up 4.7% or approximately \$1.5 million for July through November 2020 compared to the same time period in 2019. This increase is primarily due to on-line retail sales which vendors are now required to register and submit.
- Property tax collections will not be known until the end of February.
- Oil and gas royalties' revenue is projected to be approximately \$1 million more due to the wells on the Carver property on Ellerbe Road.
- Staff continues to monitor staffing which makes up more than 80% of the District's expenditures.
- Insurance updates include open enrollment for all employees in February 2021, new voluntary benefits (vision, accident, critical illness and hospital indemnity).will be effective in April.
- There are no increases in premiums or changes in benefits for health insurance.

### **Board Member Announcements and Requests**

Mrs. Bell announced that her grandson received the award for the month for the best advanced math student in his class and expressed her appreciation for Walnut Hill and all that they do for the students.

Mr. Little announced Byrd and Shreve Girls soccer match is this evening.

Mrs. Tharpe recognized Sheriff Prator's proclamation proclaiming Tuesday, January 26 as Law Enforcement Appreciation Day in Caddo Parish. She expressed how thankful she is for all law enforcement officers who protect our students, staff and teachers every day.

Dr. Douzart recognized Mrs. Woolfolk and her administrators for their hard work in getting the increase in pay for substitutes.

**Adjournment.** *Ms. Green moved, seconded by Ms. Trammel, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:38 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John L. Albritton, President

**January 19, 2021**  
**CPSB Long-Term Planning & Development Committee**

**Members present** - Chair Barry Rachal, Dr. Terence Vinson, Dr. Bonita Douzart, Don Little and Dottie Bell. Also present were Superintendent Lamar Goree, Board Attorney Reggie Abrams, and Board members Steve Riall, Jasmine Green, Mary Trammel, Raymond Green, Tony Nations and John Albritton.

Chair Barry Rachal called the meeting to order at approximately 2:30 p.m. and a quorum of the committee was present. Don Little led the prayer and Pledge of Allegiance.

The members of the 2021 Long-Term Planning & Development Committee were introduced as follows: Chair Barry Rachal, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, and Dottie Bell.

**Confirm the Agenda.** *On motion and second, the committee confirmed the agenda as submitted.*

**Review of Magnolia Charter.** Dr. Goree confirmed that the information being presented to the Committee today is for information only and the charter renewal has been placed on tonight's agenda as by law it needs to be approved by the Board at this meeting.

Mr. Rachal reiterated what is presented is for information only; however, the committee can make a recommendation or not. Mrs. Bell asked if the committee is getting the information today and must vote on it tonight. Dr. Goree responded yes because the law is written that the Board must have a vote by the Board by January 31, 2021 on the renewal of this charter. Dr. Vinson asked why the committee is just now getting this information. Dr. Goree explained that based on the timeline, this is the first meeting possible to submit the information, and staff chose to come to the committee today prior to the Board meeting to allow for additional time to share the information and answer questions. He also added that the Board is also somewhat limited in what it can and cannot do with the charter.

Mr. Abrams explained that the Board votes based on the Superintendent's recommendation; and it is written in the contract with Magnolia Charter, following the rules provided for in Bulletin 126 which outlines all the guidelines to be followed to renew the charter. If the charter meets the requirements, the most the Board could provide is a 3-year renewal for this case. The question is to make sure they meet the requirements. He further stated that once the Committee receives the information from Mr. Burton, and if they have met all the requirements for renewal, the Board has to renew. If the charter does not meet all the requirements for renewal, then the Board can deny renewal; however, if they have met the requirements, the contract says the Board shall renew and can do so with conditions. He explained this is not one where the Committee may have recommendations, but the Superintendent, according to the rules, makes the recommendation; and the Board approved the procedures in its November or December meeting, and staff then presented the requirements to Magnolia to put together their application for renewal to present to Caddo for approval no later than January 31<sup>st</sup>.

Mr. Little asked for clarification and if the committee will be making a recommendation today, and Mr. Rachal responded it is up to the committee to determine if it will or not. Mr. Little asked if it is within the committee's scope and responsibility and permissible for the committee to do so. Mr. Rachal stated he is hoping and requesting that it comes out of committee with a recommendation to present to the Board. Dr. Goree stated that as Superintendent he has placed this on tonight's Board agenda for a vote by the full Board which he legally needs to have regardless of what the committee recommendation might be. Mr. Little asked if it is a free and unencumbered vote or is it a simulation to have the appearance propriety, because a free and unencumbered vote is to be able to vote your conscious rather than being told in advance we will be sued if we don't vote a certain way. Dr. Goree clarified it is not his place to tell anyone to vote anything that is not their conscious, but asked that Counsel continue to make the Board aware of the liabilities if this is not approved. Mr. Little stated that as a Board, they are indemnified individually; and the Superintendent agreed individually, but not as a school system. Mr. Abrams clarified that if the school system does not renew this contract with a recommendation from the Superintendent to renew since they met all the requirements, the Board will be sued for breach of contract and for all expenses and costs associated with the contract.

Mr. Rachal announced that since there will be a vote, there needs to be a time for visitors to address the committee prior to the presentation. He asked if there were any visitors and seeing none, Mr. Rachal asked Mr. Burton to proceed with his presentation.

Chief Academic Officer Keith Burton, who led the review of the Magnolia Charter School, presented his findings and ultimately staff's recommendation. He provided an overview of

the history of charters and Magnolia Charter in Caddo Parish. He explained Louisiana has multiple types of charters, and Magnolia is a Type 1 Charter, which is a brand new school started and authorized by the local school board. He stated there are 43 of these schools in the State of Louisiana, and the timeline began in 2012-13 when Magnolia School of Excellence applied to become a K-5 elementary charter school. They opened in the fall of 2013 as a K-5 and Caddo established a 5-year contract with them, which was renewed in 2018. In 2018, a contract was approved by the Caddo School Board with renewal requirements, and part of Caddo's job is a team goes to Magnolia to review the data (educational and financial), to see if they meet the renewal requirements. Mr. Burton noted Mr. Abrams comments that today is the opportunity for the Board to consider up to a 3-year renewal contract which will take Magnolia to 2024.

In January, Mr. Burton reported staff ran an enrollment report to see how many students were enrolled in Magnolia and he highlighted the breakdown in elementary of 541 students and in middle/high school of 507 students for a total of 1048 students in K-12. He also reminded the committee and those present that these students are not Magnolia students, but they are Caddo students (we receive their SPS Scores, the teachers are a part of Caddo's Professional Development Plan and we require them to meet SPED requirements as well as other requirements for their staff and leadership). Mr. Burton reported on the makeup of the 1048 students enrolled at Magnolia with 82% economically disadvantaged, 87% are students of color (79% of the 87% are African American, 5% are Hispanic and 2% are multiple non-Hispanic races, and 8% of the total population are students with disabilities being served by SPED and Caddo's Department of Exceptional Children. Magnolia is rated as a D school which is the last performance score given by the State Department, and has a School Performance Score of 52.1. Their previous (2017-2018) School Performance Score was an F, a 49.8, and Mr. Burton further explained how the 2018-19 SPS Score is broken down into two sections – student performance (where they have an F) and their student progress is a B – 76 B (which is where students are when they begin at Magnolia and the impact the teachers and staff have with the students by the time they leave relative to their growth index.

Mr. Burton explained the review process is continuous, conducting an annual academic review with their team walking the classrooms, visiting with teachers, talking to the leadership team, reviewing academic data, intervention plans; and based on these, making recommendations and establishing requirements which the Board imbeds in their contract for renewal. He further reported that Jeff Howard and his team review the quarterly financial statements and their annual financial reports as well as SPS data when it is released, and it is reviewed and compared to what the Board said at the last renewal (2018) to determine if they have reached the requirements. When the staff received the application for renewal, every part of it was reviewed to ensure everything needed to make a recommendation was provided. The packet with the Caddo team's findings and recommendation to support the renewal was submitted on BoardDocs on January 13. The academic review took place on December 9<sup>th</sup> and it focused on four areas: Leadership and Strategic Planning, Curriculum, Instruction and Assessment, Special Education and Student Supports, and School Culture and Climate. He reported the team identified the strengths in Magnolia's Academic Program, as well as 13 areas for them to prioritize (6 recommended action items and 7 required action items) with the required items being imbedded in their renewal 3 years from now, and he cited examples.

Mrs. Bell asked for clarification that we help with everything at the school, but we do not get the money for the students. Dr. Goree explained that the District holds back 2% of the MFP dollars for an administrative cost, but the remainder does go to the charter school for their operating costs. Mr. Burton added we do bill them for any services we provide, i.e. special ed, professional development, transportation (for field trips). She also asked if Caddo's professionals go out, are they charged; and Mr. Burton explained not necessarily, because it depends if it is within the normal scope of service, i.e. if an IEP Conference, we do not charge them. Mr. Howard confirmed we do bill them for transportation services, but we do not customarily bill them as we do AMI and Pathways because they have their own building and are not using Caddo's facilities, so we do not ask for reimbursement of utilities, etc. Mrs. Bell said she was not aware Magnolia moved to a Type 1 charter, and staff confirmed Magnolia has always been a Type 1 charter. She also asked if the Board votes and there are seven no votes, what will happen. Mr. Abrams clarified that if the committee votes, it will be a recommendation; and if the Board votes against and they have met the requirements, that is a breach of contract and the District will be sued.

Mr. Rachal clarified this is a Type 1 charter, it is a Caddo Parish School Board school, but the management of the school is handled differently than Caddo's "typical" schools; and he asked everyone to remember this is a Caddo Parish school with different management requirements. The requirements for the charter were put into a contract eight years ago, and part of the contract deals with how a renewal comes about.

Mr. Little clarified that this is a for-profit, free-market school; and we say it is part of us, but it is a privately held entity by an out of state organization. Mr. Abrams clarified it is partially for profit, because a local non-profit board works with a for-profit corporation to provide the school (Charter School USA). Mr. Little stated it is also his understanding that their profits are harvested from the difference between the salaries that are paid minus the benefits. Dr. Goree agreed, but what is unique about this situation is the facility is designed to serve 2,000 children and they are not near that number. He further explained that for many years, Charter School USA has subsidized this facility to keep it operational because of the dollars needed to run the school, and they have been committed to doing that. Also, in speaking with their senior leadership or for-profit arm of the company, they believe there is a good effort here to provide better opportunities for children of color and children of poverty. Mr. Little said his ultimate point is, in the free market, if a business gets a D or F, it goes out of business. Dr. Goree said while that may be true, that is not how the guidelines were set up; because based on the rules established by this Board, that is not the benchmark they must reach. Mr. Little asked if he understands three years is the max we can offer, and Mr. Abrams said no, but 3 years is the min and max since they have a D score. If the score was better than a D, it could be for more based on the scale. Dr. Goree explained that we must be careful when doing this because we do not hold our 55 other schools to that standard, and he would ask the question if that is the standard to be set for Caddo students attending Magnolia, why is it not the standard for the students at the other 55 schools. Mr. Little said when we talk about taking schools off-line, a school's performance is factored in that decision; and Dr. Goree clarified it is not a factor because Caddo has closed some high performing schools, i.e. Oil City, Hillsdale.

Mr. Abrams pointed out the very important statement by the Superintendent, and if you look at when this school was formed, the concern was that it would become a public rich person's school that would cater only to those who had means. He stated he is proud to say that when looking at the numbers, the school did not do that but actually followed the rules and they are allowing children of color and of low economic backgrounds to be a part of their school and doing exactly the mission expected of them.

Mr. Rachal asked Mr. Burton to highlight the seven required requirements staff named as necessary. Mr. Burton stated they are:

- They shall have an individual prescriptive teacher professional development plan for every teacher;
- In preparing for college and career readiness, ensure that students have greater opportunities for dual enrollment, advanced placement and increasing ACT scores;
- In areas of reading and math, restructure instructional schedules to ensure there is more time to address unfinished learning in core instruction;
- As part of the comprehensive intervention plan, the teacher shall diagnose student needs and build intentional targeted interventions using Tier 1 resources;
- For special education, develop appropriate interventions, create study groups, restructure cooperative groups, reteach material to insure understanding of important concepts that will lead students to self assessment and individual growth;
- Identify and implement developmentally appropriate strategies for students to follow; and
- Relative to school culture and climate, create a formal plan that details practices that will incentivize staff and students to increase engagement for the remainder of this school year and begin 2021-22 incorporating a list of strategies that will help build and sustain an engaged learning environment across all grades.

Dr. Vinson asked staff about their graduation rate, and Mr. Burton stated they do not have a graduation rate yet because they just had their first graduation class last year and the data will not be available until the fall. Dr. Vinson asked why there are only 22 students in the 12<sup>th</sup> grade. Mr. Burton responded because they have returned to one of Caddo's other high schools. Dr. Goree noted that one would see the same drop in any high school, but believes it stands out more in this situation because you are dealing with a larger number of students. When looking at the other Caddo high schools, the numbers would reflect a much larger freshman class. He reiterated Board member Little's comments that a private entity is investing in it, and they are in it to make money and expect more. Dr. Vinson asked about the cost ratio and how much we invest. Dr. Goree stated we invest the same allocation per student at Magnolia as we do any other school in the district, but there is a 2% hold back to the district for administrative costs. Mr. Howard added that we paid to Magnolia \$11.1 million last year, and this was the MFP from the state that passed through us to Magnolia, based on a per student allocation. Dr. Vinson asked if there is a complete contract for review and Dr. Goree confirmed it is on BoardDocs. Dr. Vinson added that he would like to see some graduation rates added to the contract so there are tangible measures to look at.

Mrs. Bell stated that she understands we give them recommendations to follow, and she asked if the Board will have an opportunity to specify additional recommendations for the next three years, i.e. graduation rates. Mr. Burton confirmed that is correct and they could be added to the contract next year.

Mr. Nations asked if the drop in enrollment from the 6<sup>th</sup> grade to the 12<sup>th</sup> grade is on par with Caddo's other campuses? Mr. Burton stated when looking at Caddo Parish as a whole and where we are losing students from our traditional public school, one will see they are leaving Caddo to go to a charter or private school at the middle school, which is the point where we see Magnolia increase in numbers. He further explained that we gain them back from charters or private schools into the traditional schools at high school. Dr. Goree stated that many times parents of students who do not get into CMM in 6<sup>th</sup> grade will leave the district; but at high school, if a student doesn't get into Byrd, the student has other options. Mr. Nations also asked about the progress grade being a B (how well they progressed since they enrolled at Magnolia), and staff explained that is for one school year (2018-19). Mr. Nations asked staff to explain how this happens if their assessment is an F (36.5), and Mr. Burton explained it is the State's Accountability Formula (how the SPS is derived). He said there is a percentage that all testing grades (grade 3-12) and a certain percentage is designated based on growth. Dr. Goree added there are some serious academic gaps from where they are starting; and while they are growing the students, they are not growing to the level they are meeting the grade level Mastery; and Caddo has traditional schools in this same situation. Mr. Nations asked if our only option is 3 years, and if so why. Mr. Abrams explained that is the law and the rules that Caddo put into place in following Bulletin 126, which says the Superintendent shall renew a minimum renewal term length based on the charter schools current letter grade and shall recommend renewal terms in accordance with the table provided. Dr. Goree asked for clarification of the Board's expressed interest in very specific goals over the three-year period, i.e. setting a specific graduation rate. He asked if Bulletin 126 allows this. Mr. Abrams explained the Bulletin is actually data that comes from the State and he believes this includes the graduation rates, and Mr. Burton confirmed that to be correct. Mr. Burton added that the requirements Caddo is naming came from the annual academic review, and the other goals can be established through the data review, which would be the SPS review, and would include graduation rates. Dr. Goree said this still does not say Magnolia will have a graduation rate of a certain percentage or higher in three years, but we look at it in totality with all the school's data.

Dr. Douzart said she believes the Board would appreciate receiving the assessments earlier for review. Dr. Vinson asked if he understood we paid them (Magnolia) \$11 million, and Mr. Howard confirmed that to be correct. Dr. Vinson asked if we invest \$11 million in any other school per year, and Dr. Goree stated that any school in Caddo that has the same number of students at the same grade levels will receive the same investment. Dr. Vinson asked that something be placed in the contract on retention rates and some sort of measurable outcome. Mr. Rachal responded that when this charter was put into place there were two options. The School Board approved it so we could manage/supervise our own student population; or if the Board did not approve it, they would have gone to the State and the State would have granted the charter. At that point, Caddo would have no management, supervision over the school. While the decision at that time was not easy, the Caddo School Board granted them a Type 1 charter; and if we do not extend their contract, they will return to BESE, BESE will approve it, and Caddo at that point has no control or say-so over our children. Mr. Abrams confirmed Mr. Rachal's summary and that now the State requires Caddo to oversee their special education students and they respond to Caddo on these matters. Dr. Vinson stated he still believes there should be requirements since they are returning to us in high school, and it is important that Caddo tracks the students, or we are doing ourselves a great disservice.

Mr. Rachal stated if there will be a motion/recommendation voted on by this committee, as a committee member, Dr. Vinson can make a motion and add this stipulation or amend any motion that may be put onto the floor. Dr. Goree responded to the graduation rates discussion by saying that we are speaking specifically to graduation rates which is too specific, and he believes looking at the totality of the performance score of a school since we are asking the school to show progress in their school letter, is something we can request be added into their contract. However, at this point, Dr. Goree stated he needs to review the Bulletin as the conversation has gone in a direction it has not gone before. He believes based on the contract the Board originally approved, we are now moving into a totally different direction and he needs to review the law and meet with counsel to see how specific we can be with the requirements. If the Board were looking at a F school that has always been an F school, the Board may have more latitude around not approving and it possibly would stand up in a court.

Mrs. Bell stated that since we need to do a vote on this today, she feels it is very important to discuss this and get all answers to their questions. She asked about the State paying more money to charter students than they did to the district for the non-charter students.

Mr. Howard responded that a charter that is not using one of Caddo's buildings gets more than a charter school that uses one of Caddo's buildings. In stating more guidelines can be put into place, Mrs. Bell stressed the need to be as strict on the charter as we are on our other traditional schools. She also asked if Magnolia has certified teachers, since Caddo must have them, and both should follow the same guidelines. Dr. Goree agreed if the standard is you must be a passing school to be open, but that is not the standard for Caddo's own schools and is that how we want to look at our traditional schools as well. He believes we can be more specific with some of the expectations of what their goals will be, and he reminded the Board that staff is doing only what the Board asked them to do.

Mr. Little noted those new on the Board since charters began and asked if this school has ever been anything but an F before recently becoming a D; because he believes their overall history is consistent failure since 2013, but the recommendation is to grant them 3 more years. Dr. Goree confirmed that is the recommendation and noted that if anyone walked through this school, as you do many of our traditional schools, one will see they are diligently working as reflected in the progress scores. He cautioned the Board about deciding an F means we close a school, because a lot of schools are working very hard and they are growing students that come to them without strong reading skills, strong preK opportunities or parents who reinforce everything during the summer months, and we need to be careful what we set as guidelines.

Mr. Rachal asked legal counsel if using the term conditions and requirements is the same as using the term required. Mr. Abrams explained basically it is. Mr. Rachal asked about the timeline to turn in their request, because it seems a 30 or 45-day timeframe does not allow enough time for staff to do the review, submit to the committee and then to the Board. Mr. Burton explained he believes the problem this year was the law said the Board must adopt it by the end of January and our contract requirement allowed them until January 9<sup>th</sup> to turn in their application for renewal. Mr. Rachal asked Mr. Abrams if it would be a good idea to forget our deadline of a specific date and make it either 60, 75 or 90 days in advance of whatever the State deems as the deadline. Mr. Abrams stated he is unaware that we had a January deadline but we put it there because of Covid and issues associated with the timing this year and the deadline has always been January 31<sup>st</sup>. However, we can require submission of application for renewal at an earlier date. Mr. Rachal said it appears the pandemic may have allowed for some leeway, but he will leave that to the committee. He also said if the committee deems it wishes to add or request that, the recommendation of 60 days can come from the committee to the Board as a whole. Dr. Goree stated he believes 60 days is fair which gives staff 30 days to do the onsite inspection and review and the Board a 30-day window to look at the renewal.

Mr. Riall asked if the recommendations are requiring anything of Magnolia that we do not require of ourselves. Dr. Goree said not in our current setting, but staff is willing, based on the voice of the Board, to look at those things and be more specific, but those would not be things we would require of ourselves. Mr. Riall asked about comparative performance with Caddo's own schools and do we have schools that perform lower than Magnolia, and Dr. Goree said yes, quite a few. Also, if you look at schools, population, demographic makeup, academic indicators relative to where students begin the year, Magnolia is outperforming quite a few of our schools, but that does not say we are not making progress in the same areas as well. Mr. Riall asked if we have requirements for graduation rates for any of our traditional high schools, and Dr. Goree said we do not have specific requirements for our schools. Mr. Riall said it appears to him if we try to impose a graduation rate requirement for Magnolia, and we do not have the same thing for our other schools, that would be unethical. Dr. Goree said unless we did it on our own as well. He asked we do if one of our schools does not meet the graduation rate, and Dr. Goree said that is what he is cautioning the Board on. While he understands the grade, if he felt Magnolia was doing a horrible disservice to children, he would be the first one to find a way to not recommend renewal.

Mr. Nations said he is not advocating that we hold them to a higher standard, but he believes it deserves a slightly different standard since because they are managed differently than any of Caddo's other high schools. He would like to see all Caddo schools do better and especially Magnolia since they are asking for a renewal. Dr. Goree stated he agrees and added that staff looks at the holistic nature of how this works in our system. He assured the committee that there is data to support if Caddo does not approve it, they will go to BESE and BESE will approve them as a charter that operates independently, and is why we work diligently to support them and increase student outcomes.

Ms. Green asked Mr. Rachal about the three-month window and if this is for the next time we make a renewal contract with them. Mr. Rachal stated he is suggesting that something be included regarding the clock working backwards rather than giving a specific date so the timeline adjusts based on whatever date the State might set as the deadline. She said they have met the requirements so we are in essence mandated to approve it tonight; so are the requirements being discussed for the next time it comes up for renewal, and Dr. Goree

confirmed that is correct and that the last time the Board's vote was to develop the guidelines and standards for renewal. He also hears the Board desires to have a voice in what those standards will be before approving them and moving forward. Ms. Green agreed we are approving what has been submitted for the next three years. Mr. Abrams clarified the intent is to now approve the contract with the seven required conditions along with the recommendation that they present their next renewal application 75 days prior to the next date set by the State, as well as if the Board wants to include graduation rates (graduation rates are already included in the SPS Score). Dr. Goree said he believes the Board is safest with maintaining a passing grade and a B or whatever letter grade toward progress; and if we want to be fair, we look at how much they are growing children versus looking at any specific indicators (because there are 19 indicators that go into the school grade). He also does not believe there is anything wrong in looking at the progress index as well; but it is not his recommendation to get that specific but he supports what the Board votes.

Mr. Rachal asked for clarification and that we do supervise Magnolia Charter, and Dr. Goree confirmed that to be correct, and further stated we supervise them, but we do not manage them. He asked do we not supervise Captain Shreve? Dr. Goree explained the difference with Captain Shreve is we have control over their daily operations. Mr. Rachal asked if we need to provide more supervision to Magnolia, and Dr. Goree said that is not the design of the charter school setting, but the design is they get to make independent decisions every day; and we pick the indicators used to govern them and determine if they are successful.

*Dr. Vinson moved, seconded by Mr. Little, to approve the recommendation made by staff with giving the authority to the Superintendent to work on the contract and provide appropriate measurable outcomes, along with implementing a 75-day deadline based upon the State's requirement.* Mr. Little asked for clarification on the authority for the Superintendent to provide measurable criteria, and Dr. Goree understands it is to staff. Mr. Little said he would like *quality* measures to be added.

Mrs. Bell agreed and asked if she understands Dr. Goree will review and see what additional requirements we may be leaving out, because she wants to make sure we are not asking our traditional Caddo schools to do something we are not asking Magnolia to do. Dr. Goree clarified we do not have school closure as a consequence for anything that our schools do, but staff will look to be more specific.

*Vote on the motion carried with Committee Members Rachal, Vinson, Little and Douzart supporting the motion and Bell opposed.*

**Strategic Plan Update.** Superintendent Goree shared with the committee that in the midst of the pandemic last year, staff was working on revamping the District's Strategic Plan. Some of the areas of importance include equitable opportunities, programs and resources, supporting students where they are socially and emotionally, quality professional development and career planning for teachers and staff, community partnerships with school system to drive student achievement, declining downward trend in population and student enrollment, as well as an extremely old population of school buildings and facilities.

As a district, Dr. Goree stated we are currently in the midst of community meetings across the district, work on department initiatives, matrix and milestones will begin shortly, as well as activities and timelines, and looking at resources needed to meet the goals. On February 1, 2021 staff will bring a summary of the community feedback to the Board, the District leadership teams will work February through May 21<sup>st</sup> to codify initiatives and activities, incorporate input and draft a plan. In April 2021 a draft of the revamped strategic plan will be available to the community for review and feedback, and May 2021 is the goal to present to the Board a revamped Strategic Plan for implementation immediately upon approval.

He reminded the board that a 3-year plan was chosen versus a 5-year plan based on the over-night changes seen relative the population, academic performances; and that a 3-year plan will be more productive in the event there is a need to reset.

Mr. Nation asked that a hard copy of the notes be provided to the Board. Mr. Little asked about the prospect of developing a formula for an objective matrix for determining school closures as he believes it will be a big part of the discussion in moving forward. Noting that the District is losing students more this year than most years, he believes it important to come up with a way to do this with less emotion and less personal involvement/engagement and look at a school in terms of what it costs to educate per student, educational outcomes per student, capacity, enrollment and neighborhood dynamics. He also said it would provide those on the Board something to point to when asked that it is a policy the Board follows. Dr. Goree said that is certainly a conversation that would start with the Board since it is the Board that makes that decision, and in the February 1<sup>st</sup> report on feedback from the community, it will be an opportunity for the Board to provide direction/thoughts as we move forward. Mr. Little also asked staff to look at other districts to determine if this is something



other districts are also faced with and how they are approaching it. Dr. Goree agrees that the method described takes the emotion out of it; but when it actually happens, the emotional impact returns.

Mr. Green noted one of the schools is Mooretown and this community is already asking what can be done to keep the children in District 7. Dr. Goree agreed and that staff has attempted when recommending a school closure to keep the students in a school in the same district.

Mr. Rachal agreed when you have a plan or guideline in place, there are no targeted schools but general guidelines for making the decision when closing a school. Dr. Goree shared that this is something that will possibly require a work session to discuss and plan.

Ms. Trammel stated that when discussing matrix and other means for closing schools, she believes we need to first determine how we messed up and look at what happened then opposed to what is being done now, i.e. University.

Dr. Vinson agreed with Ms. Trammel's comments regarding the matrix for getting students back into their neighborhood schools, because he believes if they were the scores would be different. Dr. Goree confirmed that the scores must go to the school the student is attending, i.e. Choice and this system was put into place in 1981.

Mr. Green said he looks at the neighborhood students we are losing in District 7, and somehow each of the District 7 schools have been affected by change in the neighborhood.

**Adjourn.** *Mrs. Bell moved, seconded by Dr. Vinson, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 4:15 p.m.*

**February 2, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton, Jasmine Green and Tony Nations. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams and Board members Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Christine Tharpe, Barry Rachal and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:30 p.m. Ms. Green led the invocation and Pledge of Allegiance

**PRESENTATIONS**

Update on Strategic Plan Revamp: Summary of Community Feedback. Dr. Goree reminded the Board that in January of 2020 the District's 5-year plan was completed and the process began on revamping the District's Strategic Plan for 2021-24; however, in March work on the plan was placed on hold as a result of the pandemic. He highlighted how the pandemic changed the focus; and a decision was made to take an academic year to make sure the plan meets the needs for our school-age children over the next 3 years. The Superintendent recognized Carolyn Spaht-Gonzalez and Mary Nash-Wood to present a summary of information from the community as well as next steps in reaching a plan for the Board to approve in May.

Mrs. Wood expressed appreciation from the community for the opportunity to be included in the process. Mrs. Gonzalez explained that today's presentation will be a report to the Board on what she and Mrs. Wood heard from the community (over 2,000 in focus groups or survey responses). She shared a summary of the feedback and made the Board aware that there is a lot more data available for those who want more detail. She presented an overview of planning output used to gather data for a strategic plan, and what has been done relative to Vision, Mission, Core Values and Goals, and she announced that today's focus will be the metrics/milestones, the theory of action, and the community input.

The process and timeline for the new 2021 strategic plan were highlighted; and between now and May, they will work very closely with the department heads and superintendent to make sure the Board has the plan in May. She explained the community input process with focus groups and the survey on *Let's Talk*, asking the same questions and receiving over 2,000 responses, with over 80% being parents.

Mrs. Gonzalez reminded the Board of the work five years ago with Wendell Delaney to gather information from the community for the last strategic plan, and she shared how valuable that work has been when comparing it to the input received now for the revamping of the strategic plan. She noted the input indicates the District is moving in the right direction and change has been for the better. Also, the renewed trust and hope in the Board, Superintendent and his administration is much deeper; the community is deeply appreciative of the effort to ask for their input and to be a part of the solution; and the community now is primarily focused on strategic, high-level issues.

Macro-issues that continued to come up included wanting the District to focus on teaching and learning (prepping all students for the "real world" and retaining good teachers, student health (mental health and safety), parents/guardians (parental involvement, accountability and education), and equity (equity among schools, students, and neighborhoods).

Bright spots reported from the feedback included magnet schools and school choice with 78% of the survey respondents saying this is one the best things Caddo is doing. Mrs. Gonzalez added there was much conversation in the focus groups on how neighborhood schools are hurting because of magnets, but the school choices offered by the District are a positive light. While teacher burnout was mentioned a lot, teacher quality is appreciated especially now; Tier 1 curriculum is stronger (many students shared this); teacher professional development opportunities are very well planned and detailed; and the creation and expansion of successful programs (i.e., Jumpstart, Elevate K-12, ACT prep) are positive, despite the comments that there are too many programs.

She shared that Communications is another focus area with the following bright spots noted: improved internal communication (greater transparency); Central Office is more interested in internal and external stakeholder input; and there are more positive stories about the schools and the District. Mrs. Gonzalez reviewed the issues most frequently mentioned with the most being learning gaps among students

and students being behind, burnout and morale of teachers and principals, mental health of students and staff, and curriculum. Following these were parent/student accountability, equity among schools and teacher absenteeism, retention and coverage (of classes); followed by communication (from the district to the schools to the parents), more room for creativity/too focused on tests, and technology/tech support at schools. COVID virtual issues, class size, fiscal management (comments more about where will District get the money to do all the things that need to be done) and facilities (75 years is average age of current facilities) were included as well as SPED (ample support), more nutritious meal options and politics.

In summarizing the feedback, Mrs. Gonzalez shared a pie chart of the responses to show how fragmented the comments were. She noted next steps in moving forward, which include working with the departments to create initiatives and action steps (incorporating community feedback), assessing budget implications, and completing the three-year (2021-24) District Strategic Plan for submission to the Board at its first meeting in May.

Mr. Nations thanked Mrs. Gonzalez for the report and that he is encouraged from the feedback the topics that are most important to those who responded. Mr. Rachal referenced page 9 and the area of teacher absenteeism, retention and coverage and if this was a general perception or is it real in the school district. Dr. Goree expressed his appreciation to Mrs. Spaht and Mrs. Wood for their work in meeting with the many groups of people and the survey, which was open to all, and they will be able to pinpoint where particular information came from. He shared the value he places on surveys because he believes it is the only way to bring the community's voice into the strategic plan. Mrs. Gonzalez responded that this information came primarily from principals, other teachers and some from parents (addressing teacher absenteeism and coverage). In response to whether or not this is real, Dr. Goree responded he absolutely believes it is real and has definitely been real in the Covid season, as we have seen these issues; and in developing the plan, it will be appropriate to be very specific how we address these issues in moving forward. Mary Wood responded that in looking at what was Covid versus pre-Covid, and what students shared relative to retention of teachers and what the teachers were going through, what we heard was pre-Covid. Dr. Goree added that in moving to the next step of meeting with the chiefs, they will look specifically at which groups/populations made the comments so we are building toward it in the plan. Mr. Rachal asked about the pie chart and the size of the curriculum area and how much of it may be Covid driven. Dr. Goree said he believes there is more time and attention on following the Tier 1 curriculum and how students are moving forward. Mrs. Gonzalez confirmed she doesn't believe it was Covid driven; however Covid perpetuated it. She believes the responses were all around our students being prepared for the "real world" in terms of college or the work force. And after Covid, it is believed the curriculum will be much harder. Dr. Goree added that in looking at model instruction for next school year, he believes a lot of the information presented will be shared with the parents. Mr. Rachal asked if there were any specifics under the equity area with teachers; Mrs. Gonzalez noted the three main things under the teachers are (1) attract and retain good teachers (most important); (2) staff has done an outstanding job in attracting good teachers; and (3) teachers will be our greatest challenge. Mr. Rachal asked about the issue of equity, and Mrs. Gonzalez responded that the focus is wanting all students and schools to be treated with equity – same level of instruction, same level of standards, discipline, facilities, and quality education whether it is magnet or not. Mr. Rachal also asked if the superintendent believes we are getting more participation and better response because it is being driven by an outsider, and Dr. Goree said he believes this speaks more to Mrs. Gonzalez's specialization and how highly trained she is to do this work, as well as her connection to the business community and many communities across the nation which brings a level to the work that is second to none. He also noted how she holds staff accountable when they set the high-level goals and initiatives.

Mr. Little asked if numerical data from the surveys can be added to the presentation in May to enrich it, and can it be contrasted with the previous information collected. Dr. Goree added that is doable and it was very qualitative in design but he understands Mr. Little is addressing more the quantitative side with the numbers to support it. He also asked if this is part of a long-term strategic plan, he hates making long-term decisions based on a short-term crisis, i.e. Covid impacting many of the responses. Dr. Goree added it is on staff not to judge today's situation when making decisions two years out, but the effects of Covid easily will be three to five years out; and, for example, equity agendas will continue to be issues for three years. He said this also is why we are looking at a three-year plan versus another five-year plan, including taking into consideration the District's financial issues, right-sizing of the District, etc. Mrs. Gonzalez shared this was her concern after Covid that

the focus groups would focus on Covid and is why she and staff intentionally asked that question first. Mr. Little noted that while those things, i.e. teacher burnout and morale, were preexisting, the pandemic intensified them. Mrs. Wood, in response to data, stated that in addition to what Mrs. Gonzalez has, we have a summary report on each question asked and can provide that data for the Board's review.

Mrs. Bell asked about where we are in the plan and Dr. Goree clarified that the conversation today is around the plan the Board will adopt in May for the next three years. She shared her concern with equity issues and the questions asked on equity. Mrs. Gonzalez clarified that they did not ask she and staff questions, but they provided feedback on where the District needs to focus and their comments were around the schools are not all equitable, i.e. "the school in my neighborhood looks and feels different". Mrs. Bell asked if this is something the students said, and Mrs. Gonzalez confirmed they did (students in the schools feel their quality of education is different), and also there was conversation around magnet students and non-magnet students within a school, and how neighborhoods are affected when a school in their neighborhood is broken down and no one wants to attend. Mrs. Bell asked what will we do to correct these things, and the superintendent said that even in the District's theory of action developed before this and what drives our work, we have known that this plan would be about equity. He noted the work around equity in the previous five-year plan to provide opportunities to families in all schools, and this plan is an opportunity to be more deliberate and transparent in what equity looks like, i.e. access to high-quality internet, access to technology, and how we are making sure all students have what they need.

Mrs. Tharpe asked about Let's Talk, and Mary Wood explained that one of the initiatives of the District's Five-Year Plan was to implement a way for stakeholders to communicate with staff and receive information in real time. Let's Talk is a program on the District's web site where anyone can access and ask questions which are immediately fielded to those on staff who are responsible for specific areas and can answer their questions. It also provides the opportunity for feedback, and the feedback is used for how we can improve professional development, how we can train individuals in how to better answer questions from the public, as well as look at the most asked questions so that information can be made available via the web site. She said the next phase will be to expand K12 Insight and our current agreement to allow for a chat feature. Mrs. Tharpe also asked about teaching and learning (prep all students for the real world) and if this means a path toward college or career, and Mrs. Gonzalez said it is more the School System's responsibility to prep students for either attending college or entering a career upon graduation from high school.

Ms. Trammel asked about the "other" areas in the chart, and Mrs. Gonzalez stated that the 19 other areas were those mentioned one time and were more micro, i.e. bring God back into our schools. She also asked about the many efforts staff made to make sure virtual learning worked, but there are still needed improvements. Dr. Goree said simultaneous to this work, Mr. Burton and his team are doing an incredible job of building out what the plans will look like and all will be married into this strategic plan. In looking at timelines and vaccine schedules, he added many of these things will still be relevant in September. Ms. Trammel asked if the EAP program is still in effect and if staff still sees the need in this service for employees. Dr. Goree confirmed that to be correct, and Mr. Will Jones and his division continue to provide that support. He also noted the things learned when beginning the ACE (Adverse Childhood Education) training and that teachers were dealing with adverse childhood experiences. Also, he said the pandemic did teach us (especially the stay at home time) that this long time was a chance for many teachers to explore some very dangerous areas and things they were struggling with, and this is a part of the District's holistic health of our organization's program. Ms. Trammel asked about burnout when it comes to the 12 members of the Board when it comes to the number of calls Board members receive from persons all across the parish.

Dr. Vinson asked about the number of responses when working with Coach Delaney, and Mrs. Gonzalez stated that she did not have that number with her, however they did not do a survey then but more focus groups which were larger. He concurred with Mr. Little in including the numerical factors to help understand the charts better. He also expressed his thought that he doesn't believe that number of responses (2,286) to be very high and asked about the possibility of meeting with some additional focus groups. Mrs. Gonzalez indicated that 2,286 responses to a survey is a huge response and one of the highest response rates she has seen in surveys across the nation, and this number did not include the focus groups which were small as a result of Covid, but there were approximately 100. Dr. Goree added that he believes when looking at the progressive nature of the data, it does speak to the masses when you get that many responses. Also, Dr. Goree said the only addition

would be the diversity of the responses, which Dr. Vinson said he agrees and that it would help him better understand the responses. Dr. Goree clarified they did protect diversity in the business community, i.e. mayors, governmental officials; and the only group not reflected would be the survey on the website. Mrs. Gonzalez added they asked if they were a pastor, parent, business leader, teacher. Dr. Vinson reiterated how vital this demographic information is for the Board in making informed decisions. Dr. Vinson asked about the ability to hold more focus group meetings via Zoom, and Dr. Goree explained that the work began with the Board in February (pre-Pandemic), and he knows the need to capture the voice of new Board members since that time. He said these small groups have met throughout the year and he believes it is possible we have exhausted many of those, and explained that via Let's Talk, everyone in the community had the opportunity to provide input, and Mary Wood highlighted the many avenues in which notification was shared, i.e. Jcampus, social media outlets, news media partners. Dr. Vinson also asked for clarification of the "learning gap among students" not reflected on the pie chart. Mrs. Gonzalez explained that the pie chart only includes the survey feedback, and the learning gaps are throughout the survey as a part of the curriculum, as well as the equity piece and the low-performing students. Dr. Vinson referenced the statement that the Tier 1 Curriculum is one of the things that evened the gap, and he believes that is hard to say when hearing the concern about proper teachers in the classroom to implement the Tier 1 Curriculum and is an equity piece that the District needs to tackle and not just talk about it.

President Albritton, on behalf of the Board, stated his appreciation for the effort that went into this work, as well as the quantity of over 2,200 responses, because if you have the right cross-section of the community, it does truly reflect the concerns. He also noted sitting through focus groups and he appreciates the "other" being such a large piece of the chart since there are many that will speak out with what is relevant as well as what may not be relevant. In alignment with this program, Mr. Albritton announced he is working on scheduling a retreat that will be more board-directed than superintendent-directed. However, he believes the information provided is a good reflection of the concerns of the community and he is appreciative of the dialogue and desire among the Board to be involved in this; and hopefully, the Board and the community are working together on these concerns.

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

Superintendent Goree highlighted items for the Board's consideration at the February 23, 2021 CPSB meeting, and the following discussion ensued.

Bids. Mr. Rachal inquired of staff the dollar amounts from all bidders on the eRate bid. Sharon Golett explained there were three responses: the winning bid is \$1.6 million and we pay the 20% of \$334,225.00; and the other bids were \$1.3 million, \$1.6 and \$2 million (and we would have been responsible for 20% of that amount). Mr. Rachal asked that staff provide the dollar amounts of all bids in the future.

Consideration of Proposed Revision to CPSB Policy GBRIB. Dr. Goree explained that this revision comes in response to a change in state law that allows physician assistants and nurse practitioners to provide health services and decisions relative to leaves.

Consideration of Revision to CPSB Policy JDA Prohibiting Corporal Punishment. Dr. Goree stated that in looking at corporal punishment in the school system as a way of changing behavior, much work has been done around adverse childhood experiences and some of the situations our children face at home. He said we are at a point to where there are other options than physical harm to address these situations. He said in 2017, the law changed to where districts cannot use corporal punishment as a consequence for behavior with Special Education or 504 students, which means two students could do the same offense and one would qualify for corporal punishment and the other does not. In looking at the data, it supports the decrease in the use of this practice over the years and studies also indicate it is time to move away from this and move toward restorative practices (social and emotional platforms) to replace corporal punishment.

President Albritton announced that the consent agenda items are 6.02, 7.02, 8.01, 8.03, 8.05-8.08, and 13.01. *Mr. Nations moved, seconded by Ms. Green, to approve the agenda and the consent agenda for the February 23, 2021 CPSB meeting as presented. Vote on the motion carried.*

## **POLL AUDIENCE**

Jon Glover, presentation, plan to address disadvantaged students who are not successful and that is specific to the issues of equity across the board.

## **ANNOUNCEMENTS**

Mrs. Bell announced that relative to insurance, a card will be sent to all retirees about the dates (February 22-26) and the number to call. She also wished Christine Tharpe and Mary Trammel happy birthdays.

Mrs. Tharpe noted the good meeting regarding the future of Arthur Circle and requested that the future of Arthur Circle be sent to committee. Mr. Albritton announced he is sending it to the Building, Grounds Committee to look at what the future of this facility might be, and then if needed to Long-Term Planning & Development.

Mr. Little announced he was invited to visit the Magnolia Charter School campus and extended that invitation to other Board members interested to join him on February 11<sup>th</sup> at 9:30 a.m. He announced that having been in the pharmaceutical/medical industry for more than 20 years, he was surprised when the survey of employees indicated only 50% wanted to receive the vaccine. After looking at the inserts on both vaccines, he said it is extraordinarily effective and safe (70,000 people in these two trials) and to date over 6 million people have been vaccinated. He encouraged everyone to take advantage of the opportunity to get the vaccine, which will hopefully help get the pandemic behind us.

Dr. Vinson thanked everyone who reached out regarding his Mom and announced she is now in rehab.

Mrs. Bell stated she agrees with Mr. Little and she got both vaccine shots.

Ms. Trammel thanked everyone for the birthday wishes and she will speak to the superintendent regarding the next Building and Grounds Committee.

Dr. Douzart announced that she previously mentioned she developed a plan; and while at the time it was a suggestion, she does have a plan but it was interpreted different.

Mr. Rachal thanked those who have gotten the vaccine, and he announced the arrival of his granddaughter on March 3<sup>rd</sup>, his third grandchild.

**Adjournment.** *Ms. Green moved, seconded by Mr. Nations, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:00 p.m.*

**February 2, 2021**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Dottie Bell, Raymond Green, Tony Nations and Dr. Terence Vinson. Mr. Riall was absent. Also present were Superintendent Lamar Goree and Board Attorney Reggie Abrams, and Board members Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Barry Rachal and John Albritton.

Chair Dottie Bell called the meeting to order at approximately 2:31 p.m. and a quorum of the committee was present. Tony Nations led in the invocation and Pledge of Allegiance.

**Confirm the Agenda.** *On motion by Raymond Green, second by Tony Nations, the committee confirmed the agenda as presented.*

**Refinancing of Series 2012 General Obligation Bonds.** CFO Jeff Howard clarified this is not something the committee/board needs to take action on today, but he wants to make them aware of the opportunity to refinance our Series 2012 General Obligation Bonds (a little over \$6 million) and save the taxpayers some money. He announced a motion relative to this will come to the Board no sooner than March to approve the refinancing for sending to the State Bond Commission and be ready when the rates and conditions are right to refinance. Also, Mr. Howard announced we are preparing to issue the third series of General Obligation bonds of the \$88.3 million bond issue, with the sale of \$9.5 million scheduled for next week. He further reported the District received its bond rating yesterday after recently meeting with Standard & Poor's Bond Rating Service, and the rating has improved from A+ with a negative outlook to an A+. Mr. Howard explained that the negative outlook was removed because of the trend seen (surplus this past year) and the direction the District is moving, adding there is still much work to do to keep the trend moving in that positive direction. Dr. Goree asked Grant Schleuter to comment on what contributed to the agencies removing the negative outlook. Mr. Schleuter (Foley, Judell), explained the analysts indicated they removed the negative rating only after much consideration (because they generally are not inclined to remove a negative outlook too quickly). However, they did remove it because they saw the progress made and were very impressed with the conference call with the superintendent, Mr. Howard and the finance team, as well as the quick improvement in what the staff's previous report indicated they would do, and what staff said they would do actually happened – the financial condition improved. They also indicated their confidence in the Board and particular confidence in Mr. Howard and the Finance Department; and the lead analyst made it clear that if this does not continue, the rating would go down. Dr. Goree thanked Mr. Howard and his staff for their hard work, and staff will look to communicate this more publicly upon receipt of the final report from the credit agency. Mr. Schleuter clarified that with the refinancing opportunity, there will be no debt extension, only a reduction in the payments each year on the bonds, and every cent of the savings will accrue to the property tax payers of the parish. Mrs. Bell encouraged staff to share this good report with the public.

**Report by External Auditors (Carr, Riggs and Ingram).** Lisa Salter with Carr, Riggs and Ingram, shared the results of the 2019-20 Comprehensive Annual Financial Report (CAFR) which includes all the financials, footnotes, statistical schedules, and is what they send to the Legislative Auditor. She also shared the single audit report (which pertains to Federal awards), the agreed upon procedures required by BESE, as well as agreed upon procedures for CEEF.

She presented a summary of the audit including:

- giving the CAFR a "clean opinion";
- one significant deficiency over internal control;
- no instances of material weaknesses or noncompliance;
- testing three major programs (Title 1, Title 2, the new funding related to Covid 19) with no instances of material noncompliance; and
- filing this report in January versus December 31, 2020 because of the delay in knowing the requirements of the testing of the Covid-19 grant.

She also reported on the following findings:

- Controls over premiums for insurance (relates to the internal audit conducted by the District Auditing Department) which the external auditors must test the census (information) given to the actuary for other post employment benefits calculation liability, and 11 out of 25 exceptions were noted where they were unable to find the membership enrollment, or medical coverage type (single, family);
- The Title 2 Program sample indicated several people were paid from Title 2 that should not have been; and while this was found and corrected before they actually did the audit, they were still required to report it.

- Regarding prior year comments regarding controls over payroll, the fraud incident, and policies over past receipts, the status of these three comments are included.
- Prior year management letter comments on budget amendments where state law requires amendments to the budget if it is over 5% variance (Child Nutrition budget exceeded the actual amount in revenue), overpayments (ROTC overpayments), and pension contribution errors are all mentioned again in this audit.
- In audit of the BESE agreed upon procedures, four instances were noted where the educational level did not agree to the personnel file and one instance where an individual's experience level did not agree to the personnel file, and an instance where an individual's salary per PEP did not agree to the personnel file.
- On pages 8 and 9, she shared a summary of the assets, liabilities, revenue, expenditures for the year. She noted the deficit increased approximately 1.8% from the prior year mainly due to the decrease in general revenues of approximately \$4.9 million and an increase in expenses related to the net over-post-employment liability as a result of the actuary changing their assumptions related to calculating this liability. She added because it is based on interest rates, and the interest rates were lowered, the liability should go down as the interest normalizes.
- On page 10, she noted the summary of the liabilities, changes, and the current liabilities tied to the financial statements with the big change being the two issuances of General Obligation bonds for 2019-2020 as well as the change with the OPEB.
- Changes in the Workers' Comp liability and the health insurance (medical premium).
- Additionally, she pointed out that on page 86 of the CAFR is a new footnote relating to disclosing the Pandemic and Covid-19, and the uncertainties related to how it will affect the School Board moving forward.

Mr. Rachal inquired about the \$329 million in long-term liabilities and referenced the summary/consolidated page showing this amount. Ms. Salter responded that Mr. Rachal would not see the total \$1.6 billion summarized and under "other liabilities payable", referenced Bonds Payable (General Obligation debt and Qualified School Construction bonds) and the other liabilities made up of unpaid vacation, accumulated vacation, capital lease, and pension liability. Mr. Rachal asked Mr. Howard about the capital lease payable and if we are carrying this as a debt (page 10), and Ms. Salter explained there are two sets of financial statements – the government-wide statements which includes all long-term liabilities, fixed assets, depreciation, and the fund statements. Mr. Rachal asked if he understands correctly that a lease is considered a long-term liability, and Ms. Salter confirmed that to be correct and it is shown as an expense on the fund statements. Mr. Rachal asked about the fund balance on page 19 and if we have always used all the funds even when they are restricted and cannot be touched; and they are included in the \$36.4 million, which makes it appear we have 9.5% in total General Fund balance, when actually we only have \$12.9 million available. Ms. Salter said this is only how it is summarized and it is not an audited section, but it is management. Mr. Howard said to say we cannot touch it is not true, but there is \$22 million in several committed fund balances where the Board years ago placed it, i.e. instructional technology enhancement fund, workers' comp reserve, liability insurance reserve, unemployment reserve, etc. However, by a simple Board vote, it can be moved to the unassigned fund balance. Mr. Rachal said the Board's goal has been to try and stay above 10%; and he is trying to determine what number we are using since it appears we are below where we want to be. Ms. Salter referenced page 5 of her presentation and noted in the management letter that they recommend the District revisit this because the District currently is not in compliance with its own policy on fund balances. Mr. Rachal also asked about the breakdown on where revenues come from – how much is local and how much is state, because it appears the percentages have reversed over the years and the state revenue was once at 51%. Mr. Howard confirmed that as our student population has declined and the MFP state funding has declined, the property and sales taxes have remained stable to slightly up so they are now more than our revenue from MFP. Ms. Salter explained that the local sources include gaming, Medicaid/Medicare reimbursements, and interest, which may fluctuate from year to year. Mr. Rachal restated what he is hearing and that is as our student population has decreased, the cost to educate has increased, the state is giving us less and the cost difference is falling to the local. He asked Dr. Goree if we see any of this reversing or flattening. Dr. Goree said in speaking in terms of percentages, we are not collecting as much as we would if we did not see the population decline. Regarding the question of flattening the decline in student population, he said that is a million-dollar question and we do not have an answer; but he believes staff has done a decent job in projecting where we will be in the future and has begun this conversation.

Mr. Little stated he hopes this same information will be presented to the Audit Committee. Dr. Goree stated this is not generally presented in the Audit Committee and asked if there are specific questions staff can address. Mr. Howard stated while it has been presented in the Audit Committee, it was dependent on when the auditors were ready to present to the Board and which committee might be meeting at that time.



**Poll Audience.** Jon Glover – thanked the committee for this report and providing the public with this information, noted concern over the continued loss of students to charter programs, and the number of children represented in the District’s downward spiral.

Mrs. Bell read a statement regarding the open enrollment for insurance and clarifying dates (Feb. 22-26) for retirees to do so. Ms. Trammel referenced the confusion and encouraged sending a card to the retirees with the information specific to them. Mr. Rachal stated that he received a text from a retired principal regarding open enrollment issues.

**Adjourn.** *Mr. Nations moved, seconded by Mr. Green, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 3:10 p.m.*

**February 23, 2021  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Christine Tharpe, Barry Rachal, Tony Nations and Dottie Bell. John Albritton was absent. Also present were Dr. T. Lamar Goree, secretary, and Reggie Abrams, board counsel.

First Vice President Jasmine Green called the February 23, 2021 meeting to order and announced that President Albritton is absent due to a death in the family, and she will be acting as chair of today's meeting. Ms. Green led the invocation and the Pledge of Allegiance.

**Consideration of Minutes of the January 19, 2021 and February 2, 2021 CPSB Meetings**

*Mr. Rachal moved, seconded by Mr. Riall, to approve the minutes of the January 19, 2021 and February 2, 2021 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried unanimously.*

**Presentations and Recognitions**

Superintendent Goree announced that due to time constraints, there are no presentations or recognitions today.

**Public Hearing on Virtual Discipline Policy Grid**

Ms. Green announced the public hearing on the Virtual Discipline Policy Grid is open for comments from the public. There being no one, the public hearing was closed.

**Visitors**

There were no visitors to address the board.

**Establish the agenda and the proposed consent agenda**

Dr. Goree highlighted the items for the Board's consideration and the following discussion ensued.

Ms. Green announced the following as the consent agenda items. 6.01-6.03, 7.01-7.02, 8.01-8.03, 8.05-8.09, 13.01-13.02.

*Ms. Trammel moved, seconded by Mr. Little, to establish the agenda and the proposed consent agenda for the February 23, 2021 CPSB meeting as presented. Vote on the motion carried unanimously.*

**Confirm the Consent Agenda**

*Mr. Riall moved, seconded by Mr. Rachal, to confirm the consent agenda. Vote on the motion carried unanimously.* The following is a summary of the Board's actions on the consent agenda items.

6.01 Personnel Recommendations. The Board approved the personnel recommendation(s) as recommended by the superintendent and submitted in the electronic mailout.

6.02 Personnel Transactions Report-Resignations. The Board approved the personnel transaction report (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Personnel Transaction Reports - Requests for Leaves. The Board approved the requests for leaves as recommended by staff and submitted in the electronic mailout.

7.01 Capital Projects/Construction. The Board approved the following bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets: (1) Advantage Roofing & Construction, Downsville, La., with a Base Bid for the sum total of \$373,214.00 for Project 2022-261, "Ridgewood Roofing"; and (2) Daren Bailey, Inc., Shreveport, La., with a Base Bid, Alternate 1, Alternate 2, and Alternate 3 for the sum total of \$288,573.00 for Project 2022-247, "Booker T. Washington Restroom". (3) Herndon Septic System Herndon Middle School, Project 2022-267 - Bids will be received February 25, 2021 and presented to the Board at its March meeting. *The bid tabulation sheets are filed in the official papers of the February 23, 2021 CPSB meeting.*

7.02 Purchasing. The Board approved the bid of Presidio Network Solutions for the purchase of E-Rate Category 2 Networking Equipment as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets. *The bid tabulation sheets are filed in the official papers of the February 23, 2021 CPSB meeting.*

8.01 Property/Bus Rental Requests. The Board approved the requests for use of CPSB property/buses as recommended by staff and submitted in the electronic mailout.

8.02 2019-20 Comprehensive Annual Financial Report. The Board accepted the 2019-20 Comprehensive Annual Financial Report as submitted.

8.03 Consideration of Additional Addendum to Personnel Evaluation Plan. The Board approved the addendum to the Personnel Evaluation Plan as submitted by staff in the electronic mailout.

8.05 Consideration of Proposed Revision to CPSB Policy GBRIB Sick Leave. The Board approved the proposed revision to CPSB Policy GBRIB Sick Leave as submitted in the electronic mailout.

8.06 Approval of Virtual Discipline Policy Grid. The Board approved the virtual discipline policy grid as submitted in the electronic mailout.

8.07 Consideration of Revision to CPSB Policy JDA Prohibiting Corporal Punishment. The Board approved the proposed revisions to CPSB Policy JDA Prohibiting Corporal Punishment as recommended by the superintendent and submitted in the electronic mailout.

8.08 To consider and take action with respect to adopting a resolution recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of General Obligation School Bonds, Series 2021, of the Parishwide School District of Caddo Parish, Louisiana, and providing for other matters in connection therewith. The Board approved the adoption of the following resolution recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of General Obligation School Bonds, Series 2021, of the Parishwide School District of Caddo Parish, Louisiana, and providing for other matters in connection therewith.

## **RESOLUTION**

A resolution recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of \$9,500,000 General Obligation School Bonds, Series 2021, of the Parishwide School District of Caddo Parish, Louisiana, and providing for other matters in connection therewith.

WHEREAS, the Parish School Board of the Parish of Caddo, State of Louisiana, acting as the governing authority (the "Governing Authority") of the Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), adopted a resolution on December 15, 2020 (the "Bond Resolution"), authorizing the issuance of Nine Million Five Hundred Thousand Dollars (\$9,500,000) of General Obligation School Bonds, Series 2021, of the Issuer (the "Bonds"); and

WHEREAS, the Secretary of the Governing Authority has executed the Bond Purchase Agreement as authorized by the Bond Resolution; and

WHEREAS, a copy of the executed Bond Purchase Agreement is attached hereto as **Exhibit A**; and

WHEREAS, this Governing Authority hereby finds and determines that the terms of the Bonds are within the parameters permitted by the Bond Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Parish School Board of the Parish of Caddo, State of Louisiana, acting as the governing authority of the Parishwide School District of Caddo Parish, Louisiana, that:

**SECTION 1. Confirmation of Bond Purchase Agreement.** The sale of the Bonds has met the parameters set forth in the Bond Resolution, and accordingly the terms of the Bonds contained in the Bond Purchase Agreement are incorporated herein, and the Bond Purchase Agreement is hereby accepted as executed and attached as **Exhibit A** hereto.

Capitalized terms used but not defined herein shall have the meaning given such terms in the Bond Resolution.

**SECTION 2. Official Statement.** The Issuer hereby approves the form and content of the Preliminary Official Statement dated as of February 2, 2021, 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 pertaining to the Bonds, which has been submitted to the Issuer, and hereby ratifies its execution by the Executive Officers and the delivery of such final Official Statement to the Underwriter for use in connection with the public offering of the Bonds.

**SECTION 3. Deposit of Premium.** The premium to be received by the Issuer upon the delivery of the Bonds shall be deposited in the construction fund to be established pursuant to Section 11 of the Bond Resolution and used to pay costs associated with any purpose for which the Bonds are being issued.

**SECTION 4. Execution of Documents.** 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 resolution and the Bond Resolution. If at any time of the execution of any such documents the President or Secretary is absent or otherwise unavailable to sign, the First Vice-President shall be expressly authorized to execute such documents on behalf of the Governing Authority.

**SECTION 5. Bond Insurance.** This Governing Authority hereby makes the findings required by Section 505 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, of the benefit from entering into a contract with Assured Guaranty Municipal Corp. for the acquisition of a Municipal Bond Insurance Policy for the Bonds. The provisions of **Exhibit B** hereto are hereby adopted and shall be incorporated in this resolution and the Bond Resolution as if fully set forth herein and therein, and the Executive Officers, or either of them, are hereby authorized and directed to execute all documents related thereto.

**SECTION 6. Repealing Clause.** All resolutions, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 7. Effective Date.** This resolution shall become effective immediately upon its adoption.

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

School Board Members	Yea	Nay	Absent	Abstaining
Steve Riall	X			
Jasmine Green	X			
Terence Vinson	X			
Don Little	X			
Bonita Douzart	X			
Mary Trammel	X			
Raymond Green	X			
Christine Tharpe	X			
Barry Rachal	X			
Tony Nations	X			
John Albritton			X	
Dottie Bell	X			

And this resolution was declared adopted on this, the 23<sup>rd</sup> day of February, 2021.

/s/ Theodis Lamar Goree  
Secretary

/s/ John L. Albritton  
President

EXHIBIT A (Bond Purchase Agreement) and EXHIBIT B (Bond Insurance Provisions) to this resolution have not been published. These Exhibits are on file with the minutes of the School Board and are available for inspection during regular business hours weekdays, Monday through Friday.

8.09 Consideration of Request to Salvage T Buildings. The Board authorized staff to auction off 19 temporary buildings as recommended by staff and submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings. The Board approved the readmission for student MH as recommended by staff and submitted in the electronic mailout and whose parents are in agreement.

13.02 Litigation Update: Patricia P. Bolden vs. Caddo Parish School Board, Suit Number: 615217-B, Claim #6778879. The Board authorized resolution of this matter in accordance with the recommendations of staff and Board Counsel.

### **Consideration of Southern University Newton Smith Lease Renewal**

*Mr. Rachal moved, seconded by Ms. Trammel, to approve the request from Southern University Shreveport to continue the lease of the Newton Smith School site as recommended by staff and submitted in the electronic mailout. Dr. Vinson announced he will abstain on the vote on this item due to his employment with Southern. Vote on the motion carried with Board member Vinson abstaining.*

### **Consideration of Authorizing Staff to seek RFQs for Administrative Hearing Officers**

*Mr. Rachal moved, seconded by Ms. Trammel, to authorize staff to seek RFQs for administrative hearing officers as recommended by board counsel and submitted in the electronic mailout. Vote on the motion carried.*

### **Point of Personal Privilege**

Board member Rachal asked for a point of personal privilege and recognized changes the Board made in our bond sales and thanked those present (Mike Busada with Butler & Snow, Ken Antee with Crews & Assoc., Brennan Black with Foley & Judell) noting how well this has worked and for the local participation. Dr. Goree reiterated Mr. Rachal's comments and thanked Foley & Judell for their leadership and for the local participation.

### **Superintendent's Report**

Dr. Goree thanked the Board and staff for their work and support last week in responding to weather-related issues. He updated the Board on the shift to virtual instruction for the remainder of this week and the support of the academic team in this transition. Dr. Goree reported that as of today, 11% of Caddo schools have no water, 68% of our schools have low water pressure (which means there is not enough to flush toilets), 21% of the schools with full pressure are under a boil advisory, only one school (Keithville) has full water service and is not under a boil advisory, 27% of our schools have minor repairs, and 19% of the schools need major repairs. At this time, the District is scheduled to report back for in-person learning on Monday, March 1st; and staff is preparing for what that will look like if the parish is still under a boil advisory.

Superintendent Goree shared the following financial update: sales taxes are up 5.2% (about \$2 million) compared to July-December of 2019, property tax collections through February are consistent with prior years' collection rates, oil and gas royalty revenues are expected to be approximately \$1 million more than budgeted, and staff continues to closely monitor staffing to ensure we stay within budgeted expenditures.

He also pointed out that open enrollment dates for insurance have been extended due to the weather situation and the new voluntary benefits offered will be effective in April 2021. Dr. Goree added there are no increases in premiums for the health insurance plan beginning April 1, 2021 and there are no changes in the benefits for the health insurance plan year beginning April 1, 2021. He also reported that with the spikes in revenue, conversations have begun on if this is the time to look at rewarding all employees with possibly a one-time opportunity for their hard work during these unprecedented times.

### **Board Member Announcements and Requests**

Ms. Trammel thanked the superintendent for his report and the possibility of acknowledging our employees with a supplement.

Mrs. Bell noted the situation in Greenwood; and if on Monday, they are still without water, how this situation will be addressed. Dr. Goree said even if we return to in-person learning on Monday and they do not have water, there will be flexibility around these situations and we will work with the families. She also expressed her appreciation for conversations around recognizing all employees.

Mr. Little noted his support if there is a proposal to recognize our employees, he thanked staff for responding so quickly to needs last week, and he asked for clarification of a recent statement on a KEEL interview that we will have virtual school for the remainder of the year and possibly beyond. Dr. Goree clarified that virtual is an option for those families who choose to continue virtual learning; and, he and the academic staff are committed to looking at how we can meet the needs of those who wish to continue virtual learning, but also look to return to a normal in-person learning and returning our teachers to what they were trained to do.

Mr. Nations shared his encouragement with the superintendent's report and his support of being able to provide an opportunity to recognize our employees and their commitment, and maintain fiscal responsibility.

Attorney Abrams referenced the term "bonus" being used in the comments and reminded the Board there are no "bonuses" given in government agencies; but the correct term would be supplemental pay.

Mrs. Tharpe congratulated the Youree Drive Boys' Basketball Team for winning City Championship, and she thanked staff for putting the basketball goals at Arthur Circle back into place.

Mr. Riall asked about an update on the teachers and staff getting the vaccine. Dr. Goree announced this week pre-registered teachers will begin getting the vaccine at various school sites (Huntington, Southwood, as well as ChevyLand). If employees do not get registered, they will be going from site to site over the next three weeks to provide the vaccine to all employees.

Mrs. Bell announced the Huntington Raiders Girls' Basketball Team, currently 2<sup>nd</sup> in the State, will play tonight and Thursday for the championship.

Ms. Trammel asked about the location of sites to receive the vaccine and are they all in the same area. Dr. Goree stated they began at the schools with the largest number of employees registered; however, they will go to the other schools in addition to the Fairgrounds and ChevyLand.

Dr. Douzart said she didn't have that big of a problem when she coached the basketball and track teams and won the city district championships with no problem, so what's so hard about winning.

Mr. Little thanked LHSAA and LSU for revising last weekend's scheduled state meet due to the weather.

**Adjournment.** *Ms. Trammel moved, seconded by Mr. Riall, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:13 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**March 2, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton, Jasmine Green and Tony Nations. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams and Board members Steve Riall, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Christine Tharpe, and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:30 p.m., and Mr. Nations led the invocation and Pledge of Allegiance

**PRESENTATIONS**

Superintendent Goree announced there are no presentations today.

**ESTABLISH AGENDA AND CONSENT AGENDA FOR MARCH 23, 2021 CPSB MEETING**

Superintendent Goree highlighted items for the Board's consideration at the March 23, 2021 CPSB meeting and the following discussion ensued.

Resolution of Continued Employment. Mrs. Bell asked that staff clarify this item, and Dr. Goree explained that the staff annually requests that the Board authorize the Superintendent to notify its employees that when their job ends at the end of the school year, there is a reasonable assurance they will return to that job in the fall (next school year). This protects the District from paying unemployment and allows those employees affected to be able to work during the summer months. Leisa Woolfolk explained the District has a number of employees, including classified, that we annually put on notice of the possibility of their return to employment in the fall, and explaining they are not eligible for unemployment during the summer and that they can work during the summer months. This also relieves the District of unemployment. Mr. Abrams clarified this action is required by state law each year so employees understand they have a reasonable assurance they will return to their job in the fall; and they are not qualified for unemployment during the 3 months they are off. Mr. Green asked if we have made every effort to include these employees and their representative relative to what is available and how, if they are not considered, they can move into consideration. Dr. Goree confirmed that to be correct in providing them every assurance that we will bring them back.

Heroes Supplement. Dr. Goree explained the opportunity to provide employees with a one-time supplement (Heroes Supplement), and he thanked all employees who continue to go above and beyond for the students in Caddo. He said this is an opportunity to recognize and reward teachers and staff for their efforts with a one-time stipend. Noting the uniqueness of this school year, he thanked the Board and administration for their continued commitment to increase salaries to show appreciation as well as remain competitive in looking at what is best for the students, which also includes a very rich benefit package. He explained this specific supplement is designed to support staff members who have been at work during one of the most difficult years in education; and the District is requesting that Caddo Parish Schools consider allocating \$1,000 per eligible employee for a one-time supplement. Full-time employees, regardless of their capacity, will receive a one-time supplement of \$1,000 if they have worked 90% of the days required to be worked in their job description for the 2020-2021 school year. Also, they want to recognize the important work of our ISS Facilitators as well as all substitute teachers that have worked 90% of their available work days in this school year and also qualify to receive this \$1,000 supplement. Employees hired after the beginning of their position's work calendar will be eligible for a pro-rated one-time supplement if they have worked 90% of the days required for their job description, and it will be calculated based on when they started. He explained that "work day" is defined as an employee being present to perform daily responsibilities. Workshops, professional leave, or days related to Covid-19 will not count against an employee in their 90%. Employees who otherwise meet the eligible criteria must remain employed through the end of the school year in order to be paid the supplement. With the vacancies and struggles to have adults in the classrooms this year, he believes this is an opportunity to increase attendance as we enter the Spring, a most challenging time with employees taking off and not having an adult in the classroom. The supplement will be funded through district sales tax revenue, which has been higher than expected over the last few months, and it is not any Federal stimulus money. The estimated cost of this Heroes Supplement is approximately \$6.5 million and the District looks to make payment during the month of June 2021 as a separate check. Dr. Goree added this is an opportunity to not only have great attendance for

the remainder of the school year, but also to show appreciation to those persons on campus everyday (or 90% of the days) during this very challenging time. He shared examples of what the 90% days looked like for various groups of employees based on the number of days they are required to work, i.e. teachers work 172 days and would be required to work 155 days or more in order to receive the supplement.

Ms. Green asked the superintendent about the \$2,000 given in Georgia and the possibility that the State (Louisiana) is looking to provide something to educators. Dr. Goree explained that the Governor (Louisiana) is proposing to put in the budget a permanent \$400 pay increase for teachers. The dollars for the one-time supplement for Caddo's employees is the result of local sales tax dollar revenue being higher than we budgeted and the opportunity to give that revenue back to Caddo's employees in a one-time supplement.

Mr. Little shared his support of this recommendation and noted how the cafeteria workers were on the front-line providing meals to the most vulnerable in our community, as well as the teachers transitioning to teaching from home rather than in person in the classroom. He asked for clarification on the funding of this supplement because he notes on the budget and the year-to-date balance on sales tax being \$43 million and last year it was \$41 million, an increase of approximately \$2 million. He asked for clarification on the difference in the budget and what this supplement will actually cost (approximately \$6.5 million), and are we reducing in other areas to offset this expenditure, or is it truly budget neutral. Mr. Howard explained that we budgeted lower in sales tax revenue than what we received last year (receiving over \$79 million last year), and we had budgeted \$75 million. He added that staff expects, if everything remains as it is, to receive approximately \$81 million; and with an anticipated cost of approximately \$6.5 million, it will be completely covered. Mr. Little asked if this is still affordable even with the reduction in MFP due to the loss of 1,300 students. Mr. Howard responded yes because property taxes have held (collection rate at 98.5%) and staff anticipates a slight increase in property taxes compared to last year. Also, oil and gas revenues will be more than the budgeted amount by approximately \$1.5 million. Mr. Little stated if these trends hold, he would like to see a permanent increase in salaries. Dr. Goree stated that in looking at this, and every change increases the cost, staff has worked hard to give it back to the employees for their hard work and maintain a balanced budget. Mr. Little asked if school bus drivers also qualify and Dr. Goree said they do.

Mrs. Bell agreed with this opportunity to recognize our employees and asked Dr. Goree to clarify 90% of the employees who worked either face-to-face or virtual will receive this \$1,000. Dr. Goree clarified the District does not have any virtual teachers, and the focus is for the current school year only. Mrs. Bell noted that everything changed last March with the Pandemic, and if this means every employee who showed up to work will receive it. Dr. Goree clarified that March was during the previous school year, and this is for the current school year that started last July. Beginning in July, staff will look at the number of days each employee is required to work, and they will receive the supplement if they worked 90% of the required days, i.e. a teacher's contract of 172 days began in August, and if a teacher worked 155 or more of the 172 days, they will qualify to receive it. Dr. Goree added that for the employee to receive the supplement, they are required to complete the school year with Caddo; and at the end of the calendar, staff will look at the days they worked to qualify to receive the supplement. Mrs. Bell asked if she understands this is not the stimulus money, but it is money from Caddo's sales taxes. Dr. Goree stated that is correct; and while there has been announcement that we will receive some very generous Federal dollars, these dollars are designed to address very serious issues created through the learning laws through the Pandemic, and they are not being used to supplement salaries. Mrs. Bell stated her appreciation to staff for bringing this recommendation for Caddo's employees; and she asked the attorney why Board members and the Superintendent are not considered. Mr. Abrams responded the Legislature, under 17.56, maximizes the amount a school board member can be paid per month and the Caddo board members are receiving that maximum amount.

Mr. Nations stated appreciation to staff for the work and guidelines put into this recommendation to the Board for recognizing Caddo's employees. He also asked if the Central Office staff will be eligible, and Dr. Goree confirmed that is correct.

Ms. Trammel asked if she understands correctly that an employee's days worked (90%) will be calculated from the date an employee was hired which may not have been on the first day of school in August. Dr. Goree confirmed that to be correct, and if a teacher was hired on October 1<sup>st</sup> of this 2020-21 school year and worked through the last day of the school calendar, staff will determine the total number of days from October 1<sup>st</sup> and the number of days required (90%) for them to receive a



prorated amount. Dr. Goree complimented the Board on being “heroes” throughout the Pandemic.

Consideration of Industrial Tax Exemption Application for Inferno Manufacturing. Ms. Green asked the superintendent to clarify since there are several new members on the Board. Jeff Howard explained that the Industrial Tax Exemption Program (ITEP) is a state program designed to give manufacturers a tax incentive when they commit to creating jobs and investing in the state. He further explained that a few years ago the process included a matrix used by the local boards to determine percentages the Board wished to approve, etc., which was very confusing. He stated that the State Board of Commerce and Industry now approves an exemption or not (an 80% exemption); and when they approve it, they send it to us and we have 30 days to put it on the CPSB agenda or not. If we choose not to put it on the agenda within 30 days, it automatically passes and that organization gets the 80% exemption. If we do put it on an agenda, we have an additional 30 days to either approve or deny it. Inferno Manufacturing has applied for this industrial tax exemption and the business owner is present to answer questions, as well as Ashley Busada from the Northwest Louisiana Economic Partnership. Mr. Howard explained that the proposed exemption being considered by the Board represents approximately \$5,000 a year for five years with an option to renew for another five years, for a total of approximately \$50,000. Ms. Green asked if she understands correctly that the State has set the guidelines, and the Board will decide between 80% or zero (which means they do not receive the exemption and would pay the 20%).

Mr. Abrams clarified this company, in the application, notes they will create two new jobs and these new employees will begin paying taxes. Initially, it was set up to where they would not receive any tax dollars upfront; but in 2018, it was changed and they now can receive 20% upfront (an incentive to begin what they said they would do). Also, this application includes \$100,000 new dollars in payroll (2 new employees), and these two employees will be pay tax dollars back into the community. Caddo’s policy, in the beginning, stated the matrix must be used; but, it is no longer valid because the decision is made in Baton Rouge and is limited.

Mr. Riall asked if he remembers correctly that the letter received is their approval and not a recommendation from them. Mr. Howard said that is correct – the State approves it and it is submitted to the local School Board who does its own separate approval. Mr. Riall also asked if Inferno applied previously and Caddo denied it, and Caddo’s School Board approved guidelines so the Board would not have to hear arguments at every Board meeting. Dr. Goree said that is correct and the State developed guidelines, and the State has approved the application. At this time, two things can happen – (1) no action, which means we accept and support what the State has approved, or (2) the Board can vote not to approve.

Mr. Riall asked about the original guidelines developed by the School Board to approve or not approve and have they met those guidelines, and Dr. Goree explained those guidelines are no longer valid because the State took the process over. Mr. Riall asked for clarification on what the School Board’s decision is based on, and Dr. Goree said either support what the State has said unless we have another reason not to support. Mr. Abrams said the rubric is no longer useful (even though it is still on the website). He added that one thing the Board decided was there had to be jobs created, and this application does do that as a minimum. Also, the policy the Board approved asked that staff make a recommendation, but when the State rules changed, it knocked out what the School Board’s guidelines stated. Because the State Board of Commerce and Industry has stated that this application meets their requirements, each local agency (Sheriff, Parish, School Board) has the opportunity to vote on it. Mr. Riall asked if staff is recommending the School Board approve this application, and Dr. Goree explained that staff brought this so that the new Board members are aware of it and the process and staff’s recommendations have been to support the recommendation sent to us.

Ms. Trammel stated that the School Board two years ago made a decision for the staff to look at what the State sends us and the Board would then vote if it agreed or disagreed; but, if we no longer have the matrix to determine, why would we. Mr. Abrams clarified the Board’s policy that the Board derives revenue from ad valorem taxes and has the authority to consider approval of applications. The policy further states that the Board has established minimum standards and criteria in which exemptions are granted which includes incentive to create jobs and capital investments. The matrix provided for a minimum that the company would create jobs, and if it did not, the Board would not approve an application for tax exemptions. It also states that once the application has been received and evaluated by staff using the matrix, and staff calculates whether or not the

exemption will be granted based on the matrix. At this time, the State has made a decision how much exemption the Board can grant or not, the matrix is no longer valid. Caddo's minimum requirement, to create jobs, is still valid.

Mrs. Tharpe asked if the Board did not vote support, will it still go through; and Dr. Goree explained that if the Board voted to not support the application, then the School District would retain the taxes that come to the School Board.

Mr. Little stated that in last year's State School Board meeting it was reported that approximately 22 of the 153 applications submitted had partial denials due to non-compliance, and only 2 had been turned down. He noted that the Governor also made some revisions and he asked for clarity on those. Finally, when we ask for creation of jobs, does this mean new (above baseline) or if two employees leave, the company will hire two employees to replace those two. Dr. Goree asked Mr. Little to write these specific questions down on the request form in the event the questions are not answered in the meeting.

President Albritton went over the agenda items and announced the following as the consent agenda: 6.02-6.03, 7.02, and 8.01-8.06. *Mr. Nations moved, seconded by Ms. Green, to approve the proposed agenda and consent agenda for the March 23, 2021 CPSB meeting as presented. Vote on the motion carried unanimously.*

**Visitors.** The following visitors addressed the Board on matters of interest and/or concern: (1) Ashley Busada with the Northwest Louisiana Economic Partnership, NLEP role in industrial tax exemption program (ITEP), process followed when application is made, and Governor's role and guidelines (maintaining employees); (2) Allen Organic, owner of Inferno Manufacturing, asked for abatement on machinery purchased almost 3 years ago, cost of machinery, money they are investing in the community, equipment value, and what they have paid in taxes over the past three years; and (3) Jackie Lansdale, Red River United, \$400 State pay increase, proposed CPSB supplement and restrictions associated with it, senior citizens who had to decide whether to retire, resign or take a leave if they had a possible restriction, what other districts in Louisiana are doing.

**Board Announcements.** Dr. Douzart suggested to the Board that it make a ruling for the President/Chair Person to establish a rapport for recognizing a Board member when their hand is raised or when their light is on during the meeting.

Mr. Nations referenced a press release at Board member stations where the North Louisiana Opioid Summit being held March 11<sup>th</sup> at the First Baptist Church in Minden will present information they believe would benefit educators.

Mrs. Bell announced that Dr. Vinson is absent today because his mother was released to go home; Mr. Rachal is not present because his third grandchild was born today; and she expressed the Board's condolences to Mr. Albritton on the recent loss in his family.

Mr. Riall announced that Mr. David Kirby, who purchased the old Hosston Alternative School and turned it into an event center for the Town of Hosston, drilling 15 oil wells on the land which are still producing, passed away. He asked that the Board remember his family during this time.

Mrs. Tharpe expressed her appreciation for the opportunity to read to the students at Fairfield Elementary as part of the Dr. Seuss' Birthday and Read Across America.

Dr. Goree expressed appreciation to the Board for its continued support over the past couple of weeks with the issues resulting from the snow, ice, and extremely cold temperatures in allowing staff to make decisions that were best for the students and employees of the District. While repairs are not complete at this time, he announced all schools are up and running to get us through the school year. Also, he reported on the number of employees that took advantage during that time to get the Covid-19 vaccine; and he thanked Dr. Vancherie and Dr. Whyte for their continued support for CPSB employees to have the opportunity to take advantage of getting vaccinated.

Mr. Albritton announced a Board retreat is scheduled for March 25, 2021 from 9:00 a.m. to 1:00 p.m. at the Independence Stadium Sky Box and all Board members were encouraged to attend. He further stated the purpose for this retreat, now that we have heard from the community and staff on the District's three-year plan and objectives, is for the Board to come together in a united effort on what the Board's ideas and priorities are for the next three years. He also congratulated staff on their

ideal planning with Winter Break occurring when we had such inclement weather without affecting the number of days and the need to extend the school year.

Ms. Trammel also shared with the Board her opportunity to participate in the Dr. Seuss Read Across America at Fairfield.

**Adjourn.** *Ms. Green moved, seconded by Mr. Nations, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:45 p.m.*

**March 23, 2021**  
**CPSB Building, Grounds, and Security Committee**

**Members present** - Chair Mary Trammel, Jasmine Green, Christine Tharpe, Tony Nations and Dottie Bell. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Raymond Green, John Albritton, Barry Rachal, Don Little, Dr. Bonita Douzart and Dr. Terence Vinson; and staff members Keith Burton, Patrick Greer, Leisa Woolfolk, Jeff Howard and Mary Wood.

Ms. Trammel called the meeting to order at approximately 2:35 p.m., and Jasmine Green led the invocation and Pledge of Allegiance.

**Confirm the Agenda.** *On motion by Ms. Green, second by Mr. Nations, the agenda was confirmed as submitted.*

**Strategic Plan Recap/Closed Property Updates/Recommendations.** Superintendent Goree stated that with the chair's approval, Chief Operations Officer Patrick Greer will present to the Board a recap of the Strategic Plan, the closed property updates and staff's recommendations moving forward, explaining that staff is not asking the committee to make any recommendations to the Board today, but will answer questions from the committee/board members and will bring back recommendations for action at a future scheduled meeting.

Mr. Greer shared an update on the Strategic Plan and how it is being impacted by Operations (Buildings and Grounds) to right-size the district. He said in addressing structures that have been taken off-line via consolidations and reconfigurations, efforts are made to make sure these do not become an eye-sore in the community. He shared an update on Caddo properties (including vacant buildings, green spaces, land) and action plans for disposal of all vacant school structures, and the process for assessing these annually along with identifying buildings' structural integrity. Staff currently uses a practice of taking a 24-month period to determine if the District will have need of future use of a facility taken off-line or possible community use via receiving feedback from individual communities on possible utilization. Any viable proposals for use are brought to the School Board for approval; and if there are none, discussions are held on advertising the property for sale or lease or demolition as deemed appropriate which is the current status in coming to the Committee.

Relative to property transactions, Mr. Greer reported that the Board recently approved a 3-year extension of the cooperative endeavor agreement between Newton Smith and Southern University. While the previous agreement was for utilization of approximately 10,000 square feet of the campus, the new agreement allows them additional square footage up to a little over 12,000 square feet. The Carver property lease opened bids on March 2, 2021 and a five-year bid will be brought to the Board for action in April.

A list of surplus buildings was presented (22 properties) noting when closed, location, condition, if leased, listed or if a community meeting has been held, appraisals and any interest that may have been expressed to the realtor. Pictures of demolitions and current green spaces were also shared. Mr. Greer also reported on an estimated cost to demolish any of the vacated buildings which includes asbestos abatement, demolition of building as well as paving, reiterating that this an estimated cost. He said staff feels with the estimates and potential savings from Capital Projects, and if it is the Board's desire, two to three sites could be targeted a year giving us the opportunity over the next four year to address this list of vacated properties.

Possible considerations would include (1) demolition Phase One with demolition of MJ Moore in progress and maybe Carver since it has been on the list since 1973, (2) sale of 79<sup>th</sup> Street (greenspace appraised at approximately \$57,000) and JP Timmons Elementary (appraisal pending). Also, staff will continue to explore a potential partnership with the Morning Star Missionary Baptist Church for a proposed program at the Mooretown facility.

Dr. Goree noted that since he has been superintendent, the Carver project continues to come up annually; but reminded them it is a Section 16 property (which is a property that is not eligible for the District to sell) and we could only turn the property back over to the State; and if we did, we would no longer receive the money generated through leases. Regarding the land at 79<sup>th</sup> Street, he said the District does not see any future uses for this land and staff believes it would be in the best interest of the school system to use these resources in the classroom. Timmons was closed in 2019 and the Strategic Plan specifies that 24-months (up to) be used to determine if the District would have any future use for the facility; and past conversations have indicated there is no needed future use because of its location and use the money for resources in the classroom. Dr. Goree also stated that the request from Morning Star Baptist Church is a community conversation and staff would

only ask to continue conversations in that community to determine if that facility can be repurposed into something meaningful to the school system as well as the community.

Mr. Greer stated that it is staff's recommendation that the Building, Grounds Committee schedule another meeting April 6<sup>th</sup> to further review proposed recommendations and actions relative to what the Committee would recommend to the Board for action.

Mr. Nations asked if Morning Star Missionary Baptist Church is interested in buying or leasing this facility. Mr. Greer responded that he has no information to divulge at this time. Mr. Nations also asked about the interest expressed on the Arthur Circle site, and Mr. Greer said he is not at liberty at this time to share any names/information, but our realtor has expressed that someone has indicated they are interested in the property. Dr. Goree reported on the community meeting where the community had an opportunity to express their thoughts and it is our job to consider that when making decisions on the best future use of the school. Also, a lot of constituents appeared to lean more in the green space direction for this area, but it is to our advantage to take the 24-month period to determine future uses and explore other options for this campus. Ms. Tarpe asked for clarity and the Arthur Circle property is not currently for sale, and staff responded it is not. She said there were many community ideas for this school and she doesn't believe we are near ready to make any decision on this property at this time. Dr. Goree said that, based on information received from the community, staff is committed to not have a recommendation on this school but to use the 24-month time to make sure before making a recommendation.

Mrs. Bell asked Mr. Greer for clarification of green space and this is where the buildings have been torn down, and Mr. Greer confirmed. Relative to demolition of buildings and the many that are still standing, i.e. Pine Valley, and she believes if you tear down three schools you can build one new school. She asked what will we do with these schools, i.e. Pine Valley, and others that we need to address. She stated that Jack P Timmons is almost in Texas, but there could be someone who might want to put a business there, so she is asking what can we do (to use what we have). Dr. Goree responded that staff presented the cost for possible demolition because there are not many who are in the market for an old school; and even with Pine Valley and Carver, staff sees that demolition is something that can be done; and he complimented Steve White and his team for their fiscal responsibility with the District's project and attempt to address these issues out of savings off projects versus direct capital dollars. He said the plan is to work through the list and provide solutions to all schools that have been placed off-line. Mrs. Bell asked if she understands we are keeping the properties groomed at our expense, and Mr. Greer indicated we do for the 22 minus 5 (which we are not responsible for). Dr. Goree added we are also not responsible for the green space at Oak Park because the Board entered into a 100-year lease with the Housing Authority, but we are responsible for the others, even those properties where a school may be torn down. Mrs. Bell noted that is her point that we are continuing to incur the cost to maintain these properties.

Ms. Green thanked Mr. White for information on the two schools closed in her district, and she reported that a state representative in her area is trying to come up with how these two closed schools can be used, as well as funding for them, i.e. similar to BTW being placed on the national historic registry. She asked when it is time to be considered, she hopes these projects are considered in chronological order by date (starting with those that have been vacated the longest). Dr. Goree reminded the Board that it is our goal, and he appreciates what Ms. Green presented, and it doesn't involve School District money; and that once a facility was closed, the goal is to keep it closed and move toward removing it from the District's books. Ms. Green added that she will bring any ideas her community might bring to her for consideration. Dr. Goree also added that in talking about chronological order, he believes there are opportunities for exceptions, i.e. putting Timmons up for sale violates the process. Ms. Green said she only would not want her constituents to see remodeling at a vacant building when vacant schools in their district are not being addressed.

Mr. Rachal stated that the real estate Caddo has can serve as "quality of life" for everyone in, and out of Caddo Parish.; and it is trying to determine how to use these properties to add to that "quality of life". He asked staff to provide him with the following information: total lease amounts we receive (by property), mineral/royalty amounts we receive (on the 22 properties listed), appraised values, list of properties not currently listed, and the annual cost to maintain each site. Regarding Carver, Mr. Rachal said he doesn't believe we should do anything with Carver because it has been vacant for 30 years and continues to generate income for the District; and other than the liability issue, the \$800,000 could be used to meet some needs in the District. Relative to Arthur Circle, Mr. Rachal noted the concerns over how the discussion went in the meeting and that the direction of this project had already been decided; and he clarified for the public that a direction has not been decided and there are options, i.e. universal preK, a green space, residential, etc. Dr. Goree agreed with Mr. Rachal's comments; however, regarding the preK option, that works against the vision of not reopening a school when it has been closed; and furthermore, there is not a

preK need in that community that we can't meet with the other elementary schools (University, Riverside, A.C. Steere and Broadmoor). Mr. Rachal stated that is information the public/community needs to hear/know when they are looking at possible options for Arthur Circle.

Mr. Little stated that the School Board is not a park service; and while there may be a temptation to venture into green space arenas (and it is not a bad idea), he believes that is outside the scope of our mission and something we cannot fund. At this time, he said he is aware that the Parks Department has a surplus of properties in Caddo Parish that they currently cannot maintain and it would need to be a private enterprise for this option. He said he requested a list of preK availability in Caddo; and to his knowledge, there are none over capacity. Also, Mr. Little stated that some of his conversations have indicated an interest in protracting this discussion as long as possible because of Covid and the inability of the neighborhood association to meet and discuss this further. Regarding Carver, he said while this property has been very beneficial to the District, he noted how isolated it is and the temptation for some to "jump the fence" and do things they should not. Dr. Goree added that staff has expressed to Mr. White the possibility of demolition prior to Halloween because of the liability issues.

Dr. Vinson asked Mr. Greer for an update on Pine Valley and the high school association. Mr. Greer stated that staff's last conversation with this group was the October Building and Grounds Committee meeting; and the Pine Valley National Historic Society and Institute that was interested in acquiring the property for some academic and community-based programs. At that time, Mr. Abrams clarified that based on the language in their proposal, it would not be feasible (transfer of assets for \$1). Dr. Vinson asked if it is possible to work with them and make it happen because they are interested. Mr. Greer clarified that we have to verify that someone interested has the resources to do what they are saying they would like to do; and a major element of this project would be an asbestos abatement and they were unable to provide assurance that they had the capital to do so. Mr. Abrams clarified the issue that this was the donation and we can't donate to a non-profit, and they would have to at least get an appraisal on the property and put it out for bid, as well as the issue of the abatement.

Ms. Trammel referenced the Carver property and being grateful that over the 30 years it has been closed we have not received any complaints. She asked about Building 6 and if there is something we need to do to make it more sellable. Dr. Goree stated that in talking with the realtor, there is a thin line between how much you spend and what you can recoup; and because of the condition of the building, it would require a lot of money to do what needs to be done to make it more sellable as an office facility. He further stated he believes staff will bring to the Board within the next year a recommendation as to what investment needs to be put into the facility. Ms. Trammel asked about properties 19, 20, and 21 and she thanked Dr. Goree for keeping in mind and taking the time and not do anything with these properties without making certain the public is aware and included in the process.

Mrs. Bell reminded everyone about previous conversations regarding the need for a second career center for students in the Greenwood-Belcher-Vivian areas and the possibility of using vacated buildings for meeting this need. Dr. Goree noted that this topic has been discussed; and as it is his job to provide the Board factual information when making these decisions, we are an urban community and across the country urban communities are seeing a population decline. Previous conversations regarding JumpStart Pathways (which is what the Career Center is) and how we are currently housing these Pathways on all our high school campuses to make it more convenient for more students to have access to these programs. Staff will provide the Board a list of these Pathways and where they are offered. Dr. Goree also reminded the Board that the new automotive facility was built at North Caddo because it was too far to come to Shreveport; and he believes a lot of these needs have been met and staff needs to make certain that the Board has this information. Dr. Goree also reiterated the plan that when a school is closed, we do not reopen them; but utilize the vacant space in the facilities that are open.

Mr. Rachal noted there are two pathways if we sell real estate, one is through the bid process offering a property for a period of time accepting nothing below the appraised value. After that period of time, the Board can drop to 80% of the value; and after it is dropped a second time/percentage, the Board then has the ability to sell at any price. Dr. Goree reminded the Board that the approved strategic plan states we will not sell a facility for less than 50% of its appraised value. Mr. Rachal added the second process is to use a real estate broker to sell it, and he asked if guidelines must be followed on pricing at this time. Mr. Abrams said you have an appraised value and you will start at that value and work from there and the Board will decide on what it will sell at. Mr. Rachal asked what process would we follow to reset the asking price, and Mr. Abrams responded the real estate agent will do the best they can to come up with a sale, and the Board would probably still

hold to its agreed upon not less than 50% of the appraised value. Mr. Rachal encouraged us to be aggressive as we need to be in order to sell it and use the money in the classroom rather than a vacant building. Mr. Abrams reminded them that we acquired a realtor so they could use their expertise in trying to sell the property, even if it meant them bringing to the Board a reduced price for the Board to consider. Mr. Greer highlighted the Hillsdale situation when we never lowered the price, but the realtor brought to the Board a price substantially lower than what we were asking when the school was sold. Dr. Goree stated that staff can also bring back to the committee recommendations on lowering prices on facilities.

Mr. Little asked if it is legal to do a sealed bid auction for government property? Mr. Abrams said he will verify this with the real estate attorney. He also asked about the preK enrollment and the fact that we lost 174 students last year and currently have about 138 spaces available (86% occupancy), not including private programs and Head Start.

Mrs. Tharpe stated her issue with green space, especially when talking about Arthur Circle, is we pay to have it demolished and make it a green space which makes it prime real estate for someone to come in and purchase it for development. She also shared her support of expanding our career-readiness track and it possibly could happen at Arthur Circle.

Dr. Vinson asked staff which of the 22 properties that have expressed an interest could we sell quickly? Mr. Greer responded that is hard to tell short of someone coming in and giving us a check; and at this point, staff has not pushed our realtor to the point of having that conversation since the properties are not listed. Dr. Vinson asked why would we not list them if we know they would potentially sell, and Mr. Greer said that is something for the Board to consider when the committee meets again on April 6<sup>th</sup>. Dr. Goree said we try to work with the community as to what is best for them and is a recommendation from staff, but ultimately it is a Board decision. Dr. Goree also added that for example Alexander is marketable; however, it has not sold and the same with Building 6. Dr. Vinson again asked but why not list them, and Dr. Goree noted not listing a school and the Board needs to have the conversation as to whether or not it wants to sell specific properties. Dr. Vinson agrees with Mr. Rachal and if we can sell them, we need to sell them; and his question is if we can sell them why not list them. Dr. Goree said staff has not recommended all of them; and like Arthur Circle, we are in a 24-month timeframe to determine future use, meet with the community; and at this time, there is a lot of energy and concerns around not wanting the property sold that is in the middle of the neighborhood and is why staff has not brought the recommendation. He also reiterated Mrs. Tharpe's comments around tying future Board's hands and what they may do in the future. Dr. Vinson said he is speaking generally and why at least five properties are not listed. Mr. Greer responded that as he continues to have conversation with our realtor and she assures him there is a die-hard interest expressed on any particular property, staff will prepare the necessary information to share with the Superintendent and the Building, Grounds Committee; and if from there a recommendation to sell the property comes forth, that is when staff will list it for sale. Dr. Vinson said his response would be it is hard to find a die-hard interest if it is not listed.

Ms. Trammel asked if the staff will get with the realtors and report back at the next meeting. She also noted several Board members' comments on extending/expanding the District's vocational programs, and she believes BTW on Milam is fully equipped and ready to do this and should be considered as a possible option. She encouraged Board members to visit and see this possibility.

Ms. Green added that when her grandfather was at BTW, it offered many great programs and she said Green Oaks also has plenty of space to house these programs. She also encouraged looking at the community's needs for these vacant facilities first before selling, and she believes she is remembering correctly that parking was a major issue at Building 6.

Mr. Abrams added for clarity that the realtor process should not be used first if there are other ways, i.e. offering it for sale via sealed bid which is what we always did (which is advertising it is for sale); and if that fails, then put a realtor in place. Dr. Goree asked if someone bids what is being asked for a property, is the Board bound to sell it; and Mr. Abrams said it is correct, and if we put out for bid to sell a facility, it will be difficult to tell them what they can and can't use it for.

## VISITORS

The following visitors addressed the Building, Grounds & Security Committee/Board members: Sally Cox, Arthur Circle opportunities for preschool; Jackie Lansdale, president, Red River United, universal preK and TAP programs.

**Adjourn.** *On motion by Mr. Nations, second by Mrs. Bell, the meeting adjourned at approximately 3:58 p.m.*

**March 23, 2021  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Raymond Green, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Also present were Dr. T. Lamar Goree, secretary, and Reggie Abrams, board counsel.

President John Albritton called the March 23, 2021 meeting to order and Dr. Vinson led the invocation and the Pledge of Allegiance.

**Consideration of Minutes of the February 23, 2021 and March 2, 2021 CPSB Meetings**

*Ms. Green moved, seconded by Mr. Little, to approve the minutes of the February 23, 2021 and March 2, 2021 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**Presentations and Recognitions**

Mary Wood, director of communications and strategic initiatives, introduced a video narrated by student Anna Beth Leal, 6<sup>th</sup> grader at Caddo Middle Magnet, that highlighted the following recognitions: (1) Teachers of the Year for Caddo Schools are Ms. Shyla Johnson, Turner Elementary; (2) Ms. Lea Jones, Herndon Middle, and (3) Ms. Carrie Loridans, Captain Shreve High. (2) Caddo Student of the Year Luka Mikaberidze, 5<sup>th</sup> grade, South Highlands Elementary, was recognized for advancing to State finalist in the competition; (3) Ashini Modi, Caddo Magnet High, 1<sup>st</sup> place winner of the 2021 Louisiana Jr. Science and Humanities Symposium for her work in studying black holes; (4) Pooja Veerareddy, Top High School Volunteer in the State for creating a non-profit that sends medical supplies to underfunded hospitals in India; (5) Chyler Turner, senior at Booker T Washington High, 4 time state champion and 3 time all American LHSAA Outdoor MVP. Mr. Rachal shared how proud he is of Caddo's teachers and students and their accomplishments.

**VISITORS**

The following visitors addressed the Board on matters of interest/concern: (1) Allen Organick, Inferno Manufacturing Corp., ITEP exemption; (2) Jordan Thomas, president, Caddo Federation of Teachers/Support Personnel and executive vice president, Red River United, excluding certain employees in receiving Heroes Supplement; (3) Kennedy Young, student at Byrd, inequality in receiving the Heroes pay; (4) Bernard Friday, on behalf of Red River United, Heroes Supplement, definition of hero.

**ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA**

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued. President Albritton announced that Item 8.04 Consideration of Heroes Supplement for SY 2020-2021 is pulled from Consent and the following items are the consent agenda: 6.02-6.04, 7.01-7.02, 8.01-8.03, 8.05-8.06. *Mr. Rachal moved, seconded by Mr. Little, to establish the agenda and proposed consent agenda for the March 23, 2021 CPSB meeting as presented. Vote on the motion carried.*

**CONFIRM THE CONSENT AGENDA**

*Mr. Rachal moved, seconded by Ms. Trammel, to confirm the consent agenda. Vote on the motion carried and the following is a summary of the Board's action on the consent agenda items.*

6.02 Personnel Transaction Report (Resignations). The Board approved the personnel transactions reports (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Administrative Contract Renewals. The Board approved renewal of administrative contracts as recommended by staff and submitted in the electronic mailout.

6.04 Requests for Leaves. The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

7.01 Capital Projects Bids. The Board approved the following bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets: (1) McLemore Service Contractors, Minden, La., with a Base Bid, for the sum total of \$103,000.00 for Project 2022-267, "Herndon Upgrade Septic System"; (2) Daren Bailey, Inc., Shreveport, LA, with a Base Bid Alternate 1 and Alternate 2 for the sum total of \$229,704.00 for Project 2022-252, "Claiborne Restroom Renovation; (3) Camus Electric, Shreveport, LA with a Base Bid, Alternate 1 and Alternate 2 for the sum total of \$296,160.00 for Project 2022-265, "Green Oaks Softball Field Lighting and Dugouts"; (4) Hamm Mechanical, Shreveport, La., with a Base Bid and Alternate 1, for the sum total of \$1,403,500.00 for Project 2022-751, "Claiborne HVAC Campus"; and (5) The Payne Company, Shreveport, La., with a Base Bid, Alternate 1, Alternate 2 and Alternate 3, for the sum total of \$1,090,000.00 for Project 2022-755, "North Highlands RTU's Deleting Boilers".

7.02 Consideration of Purchasing Bids. The Board approved the bid of The Band House and Washington Center for Music Instruments, Bid #09M-21.



8.01 Property/Bus Rental Requests. The Board approved the requests for the long-term use of CPSB properties as recommended by staff and submitted in the electronic mailout

8.02 Consideration of Resolution of Continued Employment. The Board approved the resolution of continued employment as recommended by staff and submitted in the electronic mailout.

8.03 Consideration of Mental Health Interagency Agreements and Contract. The Board approved mental health interagency agreement and contract as recommended by staff and submitted in the electronic mailout.

8.05 Consideration of CPSB Policy JBCE Public School Choice. The Board approved Policy JBCE Public School Choice as recommended by staff and submitted in the electronic mailout.

8.06 Consideration of Industrial Tax Exemption Application for Inferno Manufacturing. The Board approved the Industrial Tax Exemption application for Inferno Manufacturing as recommended by staff and submitted in the electronic mailout.

## **CONSIDERATION OF HEROES SUPPLEMENT FOR SCHOOL YEAR 2020-2021**

The following visitors addressed the Board on the distribution criteria for the proposed Heroes Supplement: Sarah Daigle, (teacher); Jacqueline Whittington (employee), Judith Tipton (teacher), Jackie Lansdale, president, Red River United; Dr. Carmen Minor (teacher/coordinator on behalf of teacher Katie Sweden).

*Mrs. Bell moved, seconded by Mr. Little, to approve the proposed Heroes Supplement allocating \$1,000 per eligible employee for a one-time supplement as recommended by the superintendent.* Mrs. Bell expressed appreciation to all the heroes. Because he was unable to attend the first meeting (work session), Mr. Rachal asked the Superintendent to summarize the Heroes Supplement. Dr. Goree noted first that by Louisiana Law, this is not a gift and must be tied to something the employees are doing. In conversations around something to reward teachers, percentage of attendance was looked at for determining qualifications. He referenced the information provided on the number of days an employee could miss (from 15-26 days) and still qualify. While staff appreciates Covid and the extreme situations it created for so many employees, time away from work because of Covid or school business will not be counted against an employee's accumulated number of days. He also expressed his appreciation to those for acknowledging the rich benefits offered employees, and these were opportunities where staff still was compensated when away from work. Dr. Goree also noted that Caddo is unique in that the recommendation is to also recognize 103 subs who have been in the classrooms 90% of the days this year, which is not being done by any other district in the state or nation, as well as including Caddo's bus drivers, cafeteria workers, grounds workers, sweepers, et.al. that reach the 90% threshold. He also added that employees are required to remain for the remainder of this school year.

Mr. Rachal asked the superintendent for clarification in determining the proposed supplement, and Dr. Goree explained that the law is clear regarding monies received, i.e. Heals Act, Cares Act, etc., and that these dollars are earmarked to recapture lost learning and not to be used for supplements, such as the proposed Heroes Supplement. He further stated that the District was fortunate to receive a surplus in sales tax revenue; and rather than rolling it into a fund balance or addressing the deficit budget, staff saw an opportunity to award employees who were at school/work at least 90% of the required days. He also said there is only so much money; and, the proposal exhausts what can be spent at this time. Mr. Rachal asked how was *the line drawn* for who would qualify for receiving the supplement, and Dr. Goree explained that staff looked at the total amount that could be spent and how to award as many employees as possible, as much as possible, and stay within the available revenue of \$5 to \$6 million (and the proposal is at \$6.4); and there are districts who have given less amounts. He also stated that over 90% of Caddo's employees will receive this supplement in addition to the 103 subs. Mr. Rachal asked if during staff's analytics, what the amount would have been if every employee received something. Dr. Goree responded that was not considered because staff believed that there should be an attendance requirement if we want to make sure we are incentivizing those in the classrooms in front of our students. He said he has total respect for anyone who utilized accumulated sick days, or leaves available to them through the District's benefits; however, this was designed to consider including the many long-term subs in our classrooms and the attendance requirement was a way to do so.

Mr. Little asked for confirmation that approximately 5 of the 69 school districts are awarding a similar supplement, some more and some less. Dr. Goree said this is not something the majority of the districts in the state are participating in and Mr. Little is correct that many are paying support persons less than what they are paying their teachers, and no district is paying their subs (which is something staff is committed to). Mr. Little asked Dr. Goree to confirm there has been much misinformation offered to the community, and Dr. Goree confirmed that is true, including implication that stimulus money could be used for this, that we are applying this from a misogynistic purpose, and that we are paying less than anyone else is all misinformation. Mr. Little asked the superintendent to verify that no one is being penalized, everyone is being paid their standard pay, and this is a supplement above and beyond that is not an anticipated or expected amount; and Dr. Goree agreed and noted those who shared with the Board their situations also spoke to the fact they still received their extended leave and accumulated days, and this did not exist three months ago and nothing is being taken away from anyone, but something is being given to some.

*Mr. Riall moved, seconded by Ms. Trammel, to call for the question. Vote on the motion to end debate carried with Board members Tony Nations and Dr. Terence Vinson opposed.*

*Vote on the main motion carried with Board members Raymond Green and Barry Rachal opposed.*

**Point of Personal Privilege.** Board member Raymond Green announced that he is resigning from the Board as representative for District 7 effective April 6<sup>th</sup>. **Each** Board member shared their appreciation for Mr. Green, thanking him for his six years of service on the Board as well as his many years of service and dedication to the boys and girls of the Caddo Parish School System. Board members also shared special times they will always remember and wished him well.

Mr. Green said this is a very tearful moment for him and difficult to know how to respond, but those in the meeting today have made him who he is; and he is thrilled that the Superintendent, Board and all are working hard to create an environment for learning for all boys and girls in Caddo Parish.

#### **ANNOUNCEMENTS**

Ms. Trammel commended staff on the new look at Atkins and how pleased she is with what has been done.

Dr. Goree reminded the Board it will hold a retreat on March 25<sup>th</sup> from 9:00 a.m. to 1:00 p.m., and the Legislative Zoom meeting will take place on Thursday, April 1<sup>st</sup> from 1:00 to 2:30 p.m. Dr. Goree also announced that staff will interview soon for the Board Secretary's position.

**Adjournment.** *Mr. Riall moved, seconded by Ms. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:55 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

## March 25, 2021

The **Caddo Parish School Board (CPSB)** held a retreat on Thursday, March 25, 2021 at approximately 9:10 a.m. at the Wanda Gunn Professional Development Center, CPSB Complex on Midway, Shreveport, Louisiana. Those in attendance were Board members Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Mr. Green and Mrs. Tharpe were not present. Also present were Dr. Lamar Goree, superintendent, and Reggie Abrams, legal counsel.

President John Albritton thanked Board members for taking the time to attend today's retreat. With staff having met with various groups for input in the next three-year strategic plan, he said today is the opportunity for Board members to share with one another and the superintendent what they believe is priority in the strategic plan for the next three years.

Dr. Goree reviewed the last year's work that began with a Long-Term Planning and Development Committee meeting pre-pandemic; and in October, a decision was made to take a year to develop a strategic plan since the pandemic had totally changed what we were doing. He reported that the Board's discussion continued at its retreat at SciPort in December and today he is looking for open dialogue with the Board on the things they wish to see happen in the District's next Strategic Plan. He also outlined the agenda and plan for the retreat in determining what three to four things the Board would list as priority in the Strategic Plan over the next three years.

Dr. Goree noted the following District Goals as approved by the Board.

1. Ensure achievement of high academic standards for ALL students
2. Develop students to successfully compete in a global economy
3. Actively engage family and community members to become partners in helping students reach their potential
4. Ensure efficiency, effectiveness, and high ethical standards of business practices
5. Recruit, retain, and develop high-performing diverse staff

Board members participated in a timed brainstorming activity where each Board member listed objectives they would like to see accomplished over the next three years in the approved goals, followed by each Board member speaking to their ideas as well as commenting on other Board members' items.

**Adjournment.** The retreat adjourned at approximately 1:10 p.m.

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T. Lamar Goree, Ph.D., Secretary

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John Albritton President

**April 6, 2021**  
**CPSB Audit Committee**

**Members present** – Chair Don Little, Jasmine Green, Dr. Bonita Douzart, Steve Riall and Mary Trammel. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, Board members Dr. Terence Vinson, Christine Tharpe, Tony Nations, John Albritton and Dottie Bell. Staff members present were Jeff Howard, Keith Burton, Patrick Greer, Leisa Woolfolk, Mary Wood, Kelli Duffield and Kristin Thibodeaux.

Mr. Little called the meeting to order at approximately 2:00 p.m., and led in the prayer and Pledge of Allegiance.

**Confirm the Agenda.** *Mr. Riall moved, seconded by Ms. Trammel, to confirm the agenda as presented.*

Superintendent Goree introduced Jilma Gibson who will assume the role of his secretary and Darla Feibel who will assume the role of secretary to the board. He explained they will be working closely with the current leaders as they transition into those positions.

**Department/Special Project Update.** Kelli Duffield, chief internal auditor, shared an update on the audits completed by the Auditing Department over the past two years, including the departmental audits and special projects and follow up audits they are currently processing. She also announced that the secretary in the Auditing Department recently retired; and in an effort to save money, that position was combined with another position in Finance and now there is only one position.

Regarding school audits, Ms. Duffield reported on the types of audits conducted by the school classifications (high, middle and elementary schools) with a total number of 23 to date this year, a little down from previous years. She also provided an update on the success of implementing CPSB online payments with total receipts of \$12 million plus and she explained that last year was down by approximately \$2 million for the schools in total receipts while the on-line receipts rose 18%; and that the more we can collect online, the better for the District. Ms. Trammel expressed her appreciation and asked, regarding the online receipts, if we see all schools in the District implementing this in the future, and Ms. Duffield stated there are 29 currently doing all online and 6 new schools will be onboarded next year for a total of 35. She added we have also collapsed all the District receipts, i.e. fingerprinting, records department, summer school, magnet testing, etc., and the District receipting is much more streamlined, including one of the District's auctions.

Mr. Riall asked staff about special projects (ticket automation) and did this happen as a result of Covid. Staff agreed and staff will look to increase the tickets this year to 10 tickets per senior family. This is a result of the requirement to continue to follow state guidelines and for the District to provide a security for so many people in attendance.

Ms. Tharpe asked if more schools are doing online purchases or are parents purchasing tickets online for sporting events. Ms. Duffield explained that the fund-raising portal, the sister company to our "Pay for It" online system, is called Local Level Events and all high schools, and most middle schools, did online tickets which has taken a lot of strain off staff in attempting to keep up with paper tickets.

Mrs. Bell asked for clarification on NAPA, and Ms. Duffield explained that we have an agreement with NAPA to handle the parts department for transportation.

Ms. Green thanked staff for the direction to get everything online. She asked how the graduation tickets will be handled, and Ms. Duffield explained staff loads from the District's Student Information System the information on each student who will be graduating. Graduates will have a code to access online and order their tickets, and access the tickets via their email on their phone. They also will have the ability to print the tickets if they feel more comfortable doing so. Ms. Duffield also clarified that if they print their allotted tickets, the tickets will be scanned at the door, and if a ticket has already been scanned and someone attempts to reuse that printed ticket, scanners will be alerted to that. She also stressed how well everyone cooperated with this process last year; and how, because of the number of available scanners, the lines went quickly. Ms. Green also asked if there are any fees associated with tickets purchased for athletic games, etc. Ms. Duffield explained there is a 75-cent fee on each ticket because this is how the companies make their money; however, schools have the option to absorb the fees, and many schools will absorb the fee and adjust the ticket price accordingly. Also, the credit card processing fee is 3.9%, which is the standard way of doing business; but thus far, they have not had any pushback on fees charged because it is a money maker for the school. Ms. Green also asked if concessions are open during games and how people pay for items; and Ms. Duffield said they are open and they are handled by cash.

Mr. Little clarified that at many sporting events, it is still paid by cash, and Ms. Duffield said it most probably depends on the school.

Mr. Riall asked about ten tickets per senior family and can the students print off all the tickets ordered, and staff confirmed they can and distribute them to their family, as well as screen shots.

Ms. Trammel asked if these procedures are for low-attending games, because when she attempted to get a play-off ticket, she could not because she did not pre-register/purchase a ticket. Ms. Duffield explained that is mostly up to the schools and many of the restrictions were Covid restrictions. Ms. Trammel asked someone to explain what to do about the masks now since she understood the only time you remove your mask in the meeting is if you are speaking. Mr. Little stated he believes the CDC is comfortable with people fully vaccinated being near people that are fully vaccinated. Dr. Goree responded that while he cannot regulate what the Board does, staff is still required to wear masks.

Dr. Douzart asked if tickets can be tracked anywhere someone goes with it. Ms. Duffield said those would be tickets to away games and these are at-home games.

**HR Overpayment/Retirement Follow Up Audit.** Ms. Duffield announced she emailed an electronic version of the Audit to the Board members. About a year ago the Superintendent asked Auditing to address overpayments in the system, making a list of all the ways it could happen. She further stated staff realized this year that it should take the original audit (February 2014) and attempt to close some of the findings and recommendations. While this has been an exhaustive process, last year was the first time the staff began its Payroll Contract Module within the District's payroll system, taking away a lot of manual calculations that were taking place with payroll and HR functions; and staff wanted it to be in place a full year before doing some test work at the end of the fiscal year (June 30<sup>th</sup>). Because of how teacher contracts run and because of how teachers are paid, the timeline was extended so it can be tested in the fall (2020). She also noted they were working at the Insurance Audit at that time, which brings us to the audit update today. Rather than looking at the HR Department as a whole, they pulled out some of the overpayment pieces and some of the retirement issues, with errors dating back to the 60s and 70s; and Ms. Thibodeaux and the task force were able to resolve TRSL questionable years within the last two years; however, these findings resulted in fines and penalties of \$959,810 for the District. She further reported that overpayment errors for a sample of 94 employees over the past five years totaled \$355,698 resulting from errors in employee setup, absences, stipends, sub pay PR2s, Calendars, and MinMax/Freeze.

Ms. Duffield highlighted the 2014 recommendations to address overpayments and the status on the followup audit done in 2015 and the one done in 2020. She noted exception reports in the SunGard system that will capture and identify overpayments within the system; and upon review of these reports, they looked at if the HR Department was running them and if so, what were they doing with the reports identifying these problems. It was noted in their review that some of the reports were being run, but there was not any documentation to support what was being done with the reports. Also, in looking at the exception reports, auditing noted another issue of unusable reports; and because the system has been updated since the original audit and the reports being pulled were different, they were not useful. Auditing now suggests that HR revamp their entire report section within that system including pro-active and reactive reports that would identify exceptions in any type of mispayment made. Ms. Thibodeaux created some preliminary reports in HR and started; however, staff realized they were headed in a direction of recommending that HR hire a systems analyst.

On page 4, Ms. Duffield detailed the top ways overpayments can happen, i.e. employee setup in Business+(SunGard), absences, stipends, sub pay, PR2s, PCN/calendar tables, MinMax/Freeze and benefit premiums.

Mr. Little asked Ms. Duffield if she sees any policy recommendations to the Board for assisting in changes that will hopefully prevent future costly mistakes, and Ms. Duffield responded not policy, but the person in the systems analyst position will be the gatekeeper and the one linking all the departments together to make sure reports are being run, exception reports are documented, follow up, and also writing procedures to be followed. He stated the Board unanimously supported this position and believes if this person is highly effective, he/she will definitely pay for themselves above and beyond eliminating waste. Also, he asked for clarification on it taking approximately 1.5 months to get this person actively involved in the position. Dr. Goree confirmed that someone has been selected for the systems analyst position; however, that person was an internal employee in the key position of payroll manager. Staff will be bringing this month a recommendation for payroll

manager; and while Ms. Ellis has been doing both roles, her primary responsibility until the new payroll manager is in place is to make sure payrolls are continued to be processed. Mr. Little also asked to whom will the systems analyst report? Ms. Duffield said it is an HR position and will report to Mrs. Woolfolk. He asked if this position will continue to work with the Audit Department, and Ms. Duffield confirmed they are always available to work with them. Mr. Little asked that in the future if audit reports have massive gaps, that we begin to shut that down and look at accountability.

Mr. Abrams clarified that the systems analyst reports to their supervisor and it is the supervisor's job to make sure that person does their job, and not an auditing function to oversee them.

Mr. Riall asked for clarification on Business+ and if it is what we formerly referred to as SunGard. Ms. Duffield said it is still SunGard, but it is only renamed Business+ now. Mr. Riall asked if the issues with SunGard have been worked out; and Dr. Goree responded that when he came to the District, this was the "mountain" waiting for him to address. He explained task forces and weekly meetings were held and we do believe a lot of the issues were resolved in the first two years; and with systems only as good as what is put into them, he believes how we define the process will mean a lot in how effective the system is. Regarding the overpayment issue, Mr. Riall asked if the orientation process for new employees includes an alert to them relative to their responsibility to alert HR if there are errors in their pay. Ms. Duffield said that was a recommendation in the original audit report and would be a question for Mrs. Woolfolk. Mrs. Woolfolk explained that when she first came to HR, the employee's fiduciary responsibility to check their pay stub to make sure it is correct was added to the employment application. Also, staff will ask principals to verify their rosters quarterly.

**Retirement Follow Up.** Ms. Duffield stated that Kristin Thibodeaux worked very hard to make sure that the questionable years with TRSL were resolved. Having worked with the task force and HR, the recommendation is that the same systems analyst will work with the retirement system and training, with emphasis on the importance of continuing education because of legislation changes, updates affecting retirement to make sure certifications are up to date.

**Fiscal Transparency.** Mr. Little stated that it is his goal to increase transparency, and he has explored a system used by Lafayette called "checkbook". He noted that it is a very onerous process because nearly every fiscal aspect must be put into the system; and while there are some benefits, i.e. increasing transparency and building public trust. Mr. Little noted that one of the challenges in the local environment is a lack of trust from the public to public government entities, with being accused of mismanaging money and making poor decisions in spending taxpayer dollars, some fair, some inaccurate, but he believes the goal of any transparency program would be to restore that trust and share with constituents that we are being good stewards of their dollars; and when mistakes are made to make it visible and hold ourselves accountable. Mr. Little said he believes transparency is particularly beneficial when we go to the public to ask for bond renewals or for new construction. When we earn the trust of the public, it then gives the right to ask for additional funding in the future. Mr. Little said the initial option was a monthly update on the District's website using a software program that many would find accessible, but noted challenges included a cost of approximately \$45,000 in the first year and the possibility of a need to hire someone to put the information in the system. He said he has spoken with staff about a work around that could possibly meet a minimum threshold of transparency would be to put the budget reports given to the Board online and advertise to the public that we are doing so and that everything the District is spending money on can be identified easily online. He also believes doing this will not be terribly cost prohibitive.

Ms. Trammel asked for clarification if this is the chair's goal. Mr. Little explained that he brings it for discussion in committee to determine if the committee agrees and would formulate a motion to bring to the Board as a whole and determine if a policy can be adopted where we are intentionally sharing our financials routinely.

Mr. Abrams clarified that Board policy states committees are not to take up any items unless it has been referred by the superintendent, the board president or the board itself. Dr. Goree added that generally when a Board member brings something to staff, staff begins to research it and how it may best work in the system, and staff has submitted a couple of responses to this. He added that the idea presented and shared with Ms. Duffield is being explored and resolved at the staff level and meets the need without referring it to committee. Mr. Little added there is also legislation in play that may mandate this at the state level. Dr. Goree noted his awareness of proposed legislation and staff is extremely concerned and has put time in how we can be as transparent as possible with the public. One issue in looking at checkbook plus is it would require additional FTE because of the magnitude of information that would have to be input; and the way the legislation is

written, it could possibly require a few people. He added it is staff's hope that the need can be met even before legislation is enacted. Mr. Little asked board counsel to verify that a discussion in committee without making a recommendation is not a violation of policy; and Mr. Abrams confirmed that is correct, but reiterated it is an item on the agenda. He further explained that the Board operated for years without committees and these committees were set up with the intent of not bringing up items at the committee level, but items that were referred to committee by the superintendent, board president or board as a whole. For clarity, since it is an item on the agenda, it can be discussed, but no action taken. Mr. Abrams stated action could be taken, but it would not be in compliance with Board policy.

Ms. Trammel noted her past experience of trying to add items to a committee agenda but they could not be added because it did not come from the board president, superintendent or the board as a whole referring it to committee. Also, relative to fiscal transparency being a part of auditing, she questions if it should not be under finance. Mr. Little stated that he believes the goal of the Audit Committee is to eliminate fraud, waste and abuse; and ideally this would go to the full Board and would ultimately benefit everyone. Ms. Trammel clarified that when talking money and not procedures, where would it go? Dr. Goree said the big umbrella is around efficiencies and making sure as they come up, that they are being addressed; and he shared how he has seen an item come to committee when a Board member would bring an item to the Board for action and the president or superintendent would recommend referral to committee for additional research; and this particular one would have been referred to the Finance Committee. Mr. Little stated he has not had the most spontaneous response in these requests, but they have been more negative in tone and delayed; but he believes when an organization is resistant to being transparent, it is not a good look and internally we need to strive to be as transparent as possible and not confirm a negative opinion. Dr. Goree stated his understanding, but when dealing with the magnitude of dollars in the District, staff (Finance and Auditing) is concerned that we put out the right message. He also said the checkbook software could work great, but there is the cost involved that would need to be considered through the budget process for preparation in incurring an annual cost to implement.

Mr. Riall referenced Act 1 legislation that changed some of the Board's authority and the Board's main responsibilities are hire a superintendent, approve a budget, and set policy; and when the Board operates outside these parameters, it is violating Act 1. Mr. Abrams confirmed that to be correct.

Mrs. Bell stated when talking about fiscal finances and checkbook, she believes this would come before the Insurance and Finance Committee; and she would depend on the superintendent and staff to bring to her any issues they believe the Finance Committee should be aware of and/or to address. She added as chair of the Insurance and Finance Committee that maybe they should meet to discuss further. Mr. Abrams said it is not a discussion for either because it has not been sent to committee by the board, the board president, or the superintendent. He also stated that the intent is the superintendent is to operate the schools; and the Board is to hold the superintendent accountable for doing so, but not to give the superintendent procedures to follow. Any Board member can talk with another Board member about matters/ideas they wish to bring forward; and at that point, the board president can refer it to the committee or ask the superintendent to look into it and report to the Board. Mrs. Bell referenced the words i.e. fraud mentioned, and she needs to better understand why these things are being mentioned. Mr. Little clarified that is not making any accusations of fraud, but there have been evidences in reports of more than a million dollars in waste, and checkbook is a software; and while he is not recommending it, he believes full fiscal transparency by sharing in a public format (on the website) the reports the Board is given quarterly so the public can see how we are spending our money. Mrs. Bell noted the recent overpayment of JROTC instructors and how it was addressed and we now have someone who is monitoring this.

Mr. Rachal stated this has to do with public confidence and this software is something that is common across the country. Because we are handling public dollars, we should have the confidence to share it with them. He said there is a value in what we do for our children, and it is a way for the community and constituents to see the value of their dollars.

Mr. Nations asked about the difference between paid for and local level and are they not compulsory to participate in; and if not, why not?

**Adjournment.** *Ms. Trammel moved, seconded by Dr. Douzart, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 3:10 p.m.*

**April 6, 2021**  
**CPSB Building, Grounds, and Security Committee**

**Members present** - Chair Mary Trammel, Jasmine Green, Christine Tharpe, Tony Nations and Dottie Bell. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Steve Riall, John Albritton, Barry Rachal, Don Little, Dr. Bonita Douzart and Dr. Terence Vinson; and staff members Keith Burton, Patrick Greer, Leisa Woolfolk, Jeff Howard and Mary Wood.

Ms. Trammel called the meeting to order at approximately 3:10 p.m. The prayer and Pledge were omitted.

**Confirm the Agenda.** *On motion by Mrs. Bell, second by Ms. Tharpe, the agenda was confirmed as submitted.*

**Action Plan for Addressing Vacant Buildings/Structures.** Dr. Goree reminded the Committee that it met two weeks ago, and staff is bringing back recommendations for possible Board action at its April meeting. Mr. Greer shared a proposed action plan/formal process for addressing vacant buildings/structures in the District using initial interest to guide decisions for appraisal of a site, assessing viable community interest in available properties, timelines for addressing available properties, regular updates from realtor on listed properties, reviewing market trends in the area. When reaching a point where staff feels there has not been any traction in moving available property at its original/appraised value, staff would then begin recommendations for price reductions via the Board's structure to do so.

Dr. Goree added that this will be a part of the revamp process when looking at the District's Strategic Plan in moving forward. Mrs. Tharpe asked if we have been doing this, and Mr. Greer said we have and after discussing at the March 23 meeting, staff is bringing back this recommendation. Mr. Abrams stated that in discussing with Mr. Greer, Mr. Greer will be making recommendations on reducing the price on current listings of Barret Elementary, M. J. Moore, Alexander Learning Center and Building 6; and statute requires an appraisal that is no more than 6 months old, so a new appraisal will be needed. Mrs. Tharpe asked for clarification of "allowing initial interest to dictate need for appraisal of property" and what this means. Mr. Greer said if staff is receiving calls via realtors, phone calls to other members of the Cabinet, etc. regarding interest.

Mr. Nations asked about the demolition of the Carver property and if we are convinced that the demolition of any structures on this property will enhance the sale of the property. Mr. Greer confirmed that we cannot sell this property (Section 16). Mr. Nations also asked about the two-acres of land adjacent to The Port and if it is pending a completed appraisal, and Mr. Greer confirmed that to be correct. He also asked if an offer had been extended by The Port, and Mr. Greer responded no, but staff anticipates an offer. Mr. Greer added that in talking with the attorney, it is possible we will have to bid it out and will come back with a recommendation.

Mrs. Bell confirmed that this effort is to sell those properties that have been available for a number of years, and Mr. Greer said that is correct. Mrs. Bell stated that if someone comes forward with \$1 million to buy Timmons, will we sell it; and he said staff will go through the process and make certain anything sold is sold to someone who has a viable plan in place.

Mr. Rachal stated that under the action plan, he is not in agreement with going a full year at 85% and another full year at 75%, as this is way too slow. He reiterated our goal is to get these properties sold and this plan is not realistic. Mr. Rachal added that waiting a full year at each level is too slow. Mr. Greer reiterated this is only a recommendation, and Dr. Goree asked Mr. Rachal his thoughts on the timeline, and Mr. Rachal stated it is dependent upon the agent; and secondly, on the Board's objective to get rid of these properties. Dr. Goree indicated he believes staff is able to rework this relative to a fair amount of time. Also, Mr. Rachal asked about a need for quarterly updates, and a monthly report is not out of the question. Dr. Goree noted Mr. Rachal's input as well as the fact that in staff's research, the team agrees that no improvements to properties need to be made.

Ms. Green agreed with not waiting a year and Mr. Greer stated that this has just been in-house conversation among staff; and based on the dialogue, staff sees the need to make some adjustments.

Dr. Vinson asked Mr. Greer about the list of 22 properties at the last meeting and why all are not on the list provided today. Mr. Greer explained that based off present interest and the cost to the District to get appraisals is why staff is bringing the number of recommendations today for possible consideration. Dr. Vinson noted a request at the last



meeting for an available analysis on the 22 available properties and he will get with Mr. Greer on his request.

Mr. Rachal pointed out that because commercial appraisals are very expensive, it may be a good time prior to the next appraisals to negotiate any cost upfront if after 6 months we have to reappraise or update the appraisal.

Ms. Trammel asked about the recommendation to demolish the Carver property and her understanding that our goal is to make the property safe (private property, fill holes, etc.) and if staff is recommending taking down the structure. Mr. Greer said that is correct, and it will be a very difficult project to complete because of location as well as taking into consideration the increase in cost of fuel. Ms. Trammel asked if she understands correctly that this recommendation will include changing the timeline and that groups of properties will be brought for consideration as opposed to all 22 at one time.

Mrs. Bell asked if we have insurance on each of the 22 properties, and staff confirmed we do. She said she believes we need to move forward with the first four properties to sell them.

**Recommendations.** In addition to the demolition of Carver, Mr. Greer stated it is staff's recommendation that 79<sup>th</sup> Street (land) be listed for sell at its appraised value of \$56,700 and Timmons Elementary at its appraised value of \$530,000. Mr. Abrams asked about the two properties that have not been advertised and if the committee would consider putting these out for bid before going to a realtor to list. While he is not certain, he will ask Mr. Madison (real estate attorney) if it must go through a bid process if we do not go through the realtor process because of the fact that The Port also is a government entity. Dr. Goree stated that staff is totally agreeable with this as a viable option and that counsel is stating this is more a part of our operating process. Relative to the recommendation for 79<sup>th</sup> Street and Timmons Elementary, they would now go through the bid process. Dr. Goree also added that in working the list in order of properties that have been on the list the longest, Timmons is one of our most recently closed buildings, but there has been a lot of interest in purchasing this facility and there is no community to drive the conversation in a different direction and is the only reason it is on the list today as a possible sale.

Mr. Riall asked about the realtor fee, and staff responded 5%. He also asked if there are fees the District must pay through the bid process, and Dr. Goree said there are not. Mrs. Tharpe asked if we are saying bid process for the two properties (79<sup>th</sup> Street and Timmons) only, and Dr. Goree said he believes the recommendation is in looking at future properties that the first thing staff will do is go through a bid process for selling it prior to listing it.

For those who do not know, Mr. Abrams explained that Caddo was influential in getting legislation passed for allowing the realtor process. The only process for years was the bid process. The only issue with using a realtor is you do not know if you would have been successful in selling a property at the appraised price rather than a reduced price.

Mr. Rachal agreed, but asked how long will we continue at 100%? Is there a statute that governs that? Mr. Abrams said the first time it is reduced, it is reduced to 85% for 30 days, the second time it is reduced to 80% for 30 days; and after that, it can be reduced to what the Board wishes to reduce it. Mr. Rachal said he would only recommend the reduction happening over six months. He also asked about the acreage near The Port and if we still have to put it out to bid, and Mr. Abrams said that is what he would like to verify because it too is a governmental entity. Dr. Goree also added that it sits in the middle of an approximately 500-acre tract. Ms. Trammel stated her understanding that today the committee will be accepting for recommendation to the Board listing via the bid process the 79<sup>th</sup> Street property and Timmons Elementary and the demolition of the Carver facility. *Mrs. Bell moved, seconded by Mrs. Tharpe, that the CPSB Building, Grounds, Security Committee recommend to the Board the following recommendations relative to CPSB vacant properties: (1) demolish Carver site at an estimated overall cost of \$800,000, and (2) initiate sale by bids for 79<sup>th</sup> Street (land) valued at \$56,700 and Timmons Elementary School (valued at \$530,000). Vote on the motion carried.*

Dr. Vinson asked for clarification that our process now is for all properties to go to bid first at 100% and reduced. Dr. Goree stated that staff will work with our realtor to determine the time periods and they will be brought back through the strategic management process. Dr. Vinson asked if this will be the process for the remaining 22 properties, and the superintendent confirmed that is correct.

**Adjourn.** *On motion by Mr. Nations, second by Mrs. Bell, the meeting adjourned at approximately 3:47 p.m.*

**April 6, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton, Jasmine Green and Tony Nations. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams and Board members Steve Riall, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Barry Rachal and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:30 p.m., and Mr. Nations led the invocation and Pledge of Allegiance

**PRESENTATIONS**

**Caddo Strong Start 2.0.** Superintendent Goree recognized Keith Burton, chief academic officer, and Leisa Woolfolk, chief human resource officer, who shared with the Board a presentation on Accelerate Caddo – Academic Success for Every Child. Dr. Goree stated that in beginning the process of what a strong start looks like not only going into the summer but the next school year, staff has aggressively looked at ways we can utilize stimulus dollars to close the achievement gaps for students. He added this will be the first presentation of possibly many regarding things we will do to significantly impact the lives of Caddo Parish students.

Mr. Burton noted that in staff's planning what the future in the District looks like post-Covid; and know that this will not be an initiative that can be launched and remedy within a few weeks or months the effect Covid has had on the community, but staff believes it is a solid plan. He explained that this (Caddo Strong Start 2.0) is the second phase of Strong Start; and in this opening, Caddo will follow the same guiding principles used in the fall (the safety of students, staff and families will take priority), and we will constantly work with partners at the state and regional levels in making decisions to insure all students have the opportunity to minimize the impact of lost learning, as well as being prepared to transition to 100% virtual.

While Covid-19 has impacted operations, academics, staff, and families, Mr. Burton noted that the focus in tonight's presentation is academics. He shared how the academic team began by asking themselves what were the data points needed in order to make an informed decision and not just look at it from "what do we think", but "what we know". Staff looked at all available data on the following six points: (1) enrollment (a small school may be more significantly impacted by Covid than a large school, percentage of virtual students), (2) instructional minutes (minutes students had on a day-to-day basis as well as minutes lost), (3) professional development (what is offered to teachers, what they participated in, what was successful, what was not, attitude about it); (4) number of quarantine days and impact (unfilled subs in a building), (5) literacy data (student's rate of mastery at beginning of year and midterm), and (6) staff (struggles and adjustments made). From this information, staff began to build a plan that would lead us to insure we were providing necessary steps to promote equity to the families and schools needing it the most. Mr. Burton explained that the Accelerate Caddo Plan is building around three (3) pillars: (1) do not need to purchase materials because we currently have high quality materials, (2) intentional structures, and (3) effective instruction. He further noted that any high quality material a teacher uses must be highly aligned to our standards, the content is delivered on time (when a student needs it and understands it), that intentional structures are available to all students, that core instruction time is sacred and the time in front of a teacher is uninterrupted, and building effective instruction on data and we need to know before this school year ends students' strengths and weaknesses to be able to plan and train effectively. Instruction should not be provided by a computer, not by outside sources, but by highly effective and highly trained teachers.

Mr. Burton stated that in looking at the roadmap, staff does not believe it will solve the impact of Covid-19 within a few months and we will still be talking about the impact of Covid-19 academically for years to come; and because of this, the plan is intentional in its focus on three areas: (1) lost learning and what opportunities students missed over the past year for learning; (2) what we failed to prepare students for, i.e. prerequisite skills to be successful in next year's grade; and (3) what are the social, emotional impacts we need to prepare for. He reiterated the focus in moving forward includes (1) what are the available resources, (2) how much available time in schools to use the resources, and (3) how can we build the expertise of teachers and leaders to be successful each and every day.

The first item brought forward is social, emotional resources available to assist families and students with the challenges they have experienced this past year and

staff will bring an SEL program with a strong curriculum, training to all teachers and staff members so that every child from preK through 8<sup>th</sup> grade will have daily interaction with adults who help motivate them, built their self-esteem, drive a commitment in their work, and have an interpersonal awareness. Knowing that prioritized time is important, staff will have time set aside for teachers to train and be able to complete the SEL program. He further stated that whatever curriculum is brought to the Board, it will be built around National standards.

Mr. Burton stated that Accelerate Caddo will launch immediately following spring testing with the following:

Elementary – few changes, teachers and students will complete diagnostics so there is an accurate picture of the student’s strengths and weaknesses and effectively train teachers.

Middle – continue to run current schedule, complete the diagnostics and provide training.

High School – maintain current schedule (with the only difference being that the state recognizes that a senior this year [because of this unusual year] who fails an EOC course would typically not graduate; but the state is saying if the senior fails the course, we may bring that student back and provide them up to 20 hours of targeted instruction; and if they are successful in this 20 hours, Caddo can graduate them on time.)

In summary, between now and the end of school, what we are only asking principals and teachers to do is gather more data. He also noted that staff will identify students in danger of failing; and instead of making them go to summer school, bring them back to the campus on Fridays (they currently are on a Monday-Thursday schedule) for one-on-one time with teachers, and the opportunity to turn in lost assignments and hopefully improve their grades. This will begin on April 16<sup>th</sup> and we will provide bus transportation as well as feed them during the day; and if they take advantage of this time between April 16<sup>th</sup> and the end of the school year, they will pass. This data, along with diagnostics and grades, will be utilized to determine if they are still failing any promotional decisions made through SBLC. High schools will continue to provide the required hours for seniors failing EOC.

Mr. Burton explained the summer program will be an intensive program with targeted students, and there will be no restrictions on a school having all their students back if they choose to based on available room and staff. If they are challenged by not having ample staff, principals will be asked to target students, i.e., 2<sup>nd</sup> graders going into 3<sup>rd</sup> grade and preparing for the Leap 2025. The focus will be literacy in math and teachers will be trained to (1) diagnose them, (2) strategically group them, and (3) provide targeted instruction (face-to-face). In high school we will target incoming 9<sup>th</sup> graders by establishing a Freshman Academy, bringing 9<sup>th</sup> graders on the campus earlier than 10<sup>th</sup> – 12<sup>th</sup> graders, and making sure we build on prerequisite skills. The District will still have to offer Credit Recovery this summer, but staff is proposing, and the Superintendent has approved, waiving the \$250 fee. This will result in providing additional facilitators at school sites because of the increase in the number of students, and the EOC remediation for non-seniors will continue.

In the Fall 2021, Caddo will have a traditional (face-to-face) instruction Monday through Friday. At the elementary level, principals and leadership teams are advised to have an increased amount of time in ELA and Math; and while many of the schools have done so, others have not, but this year it will be mandated that teachers provide additional time in these two areas for all students in all elementary schools, because all schools have been impacted. Also, because some students will want to continue with virtual instruction, we will offer it with registration beginning April 12 through the end of the year and families must commit for one semester and the student will be assigned to their home school and staffed accordingly. If there is a small number of students from a section of schools, they may be in a “pod” arrangement. All required assessments must be completed in person, so if selecting virtual, a student still must go to their assigned school to complete diagnostics and required tests; and students cannot be 100% virtual instruction and come to the school for extracurricular activities. The middle school will also return to a Monday – Friday schedule and all ELA and Math classes will be double blocked in all 6-8 schools providing students 99 minutes every day in Math and ELA with no impact on electives, and the superintendent has committed to this schedule for three years. While this may cause an increase in staff, HR will address this need via an intensive recruitment campaign. Virtual instruction will also be offered in middle school with registration beginning April 12<sup>th</sup>, families must commit for one full semester, they

will maintain enrollment at their assigned school, but middle school students signed up for virtual instruction will receive instruction at home by a teacher virtually through Elevate K-12, one of our instructional partners. He also stressed the importance that constituents know if they are choosing virtual instruction at middle school, there is no face-to-face extracurricular activities, clubs, athletics. Middle School students also must return to their school for required assessments. High school students will also return to a traditional face-to-face Monday – Friday instruction and anyone wishing to do 100% virtual will be enrolled in the Caddo Virtual Academy and families must commit to a full semester. CVA will transition from a hybrid model (where some students come in for small groups) to 100% virtual and there will be no face-to-face extracurricular activities, clubs, athletics and student must also come on campus to complete the ACT and EOC tests. Mr. Burton explained that staff/teams will provide guidance in moving through the plan.

Mrs. Woolfolk shared that Human Resources' first priority will be to focus on recruiting the highest-quality candidates for the summer programs, competitive pay to attract an increased candidate pool, increasing from \$25 to \$40 an hour for teachers (and from \$15 an hour to \$24 for paraprofessionals). With a decrease in the pool of teachers in the workforce being the nationwide trend, HR is aware of the need to be aggressive in its recruiting efforts. She also shared that the teacher shortage has gone from critical to crisis due to Covid. She highlighted the following incentives for addressing the teacher shortage: (1) \$1,000 signing incentive for all new certified teachers and payable on the 1<sup>st</sup> pay cycle after hiring; (2) \$2,000 per class period (section), i.e. if a math teacher is teaching on a 7 period day, they can teach and be compensated for up to 6 periods; (3) \$4,000 per block class, i.e. 3 blocks per day. With the critical shortage of math teachers nationwide, and to address, they would like to certify teachers teaching middle grades (6-8 Math and/or Algebra I or high school EOC Math and Algebra I and/or Geometry courses by section and are rated Highly Effective or Effective Proficient. She also noted that the need to be teacher of record. For current employees, Mrs. Woolfolk stated staff is aware we are losing 50% of teachers as evidenced by work force reports from the LDOE; and as a result, staff recommends compensating the District's current Math teachers as follows: \$2,000 for up to 6 periods a day or \$4,000 for block classes in the same Math classes and the teachers rated Highly Effective or Effective Proficient.

Mrs. Woolfolk added that because HR recognizes that recruiting goes beyond their department and touches every employee in the District, staff is proposing a referral stipend whereby a \$500 stipend will be granted to any Caddo employee (other than administrators) who refers a candidate that is ultimately hired to teach qualifying middle or high school courses and completes a full semester (payable at the end of the first semester); and an additional \$500 stipend will be granted to the referring employee if the referred candidate is hired to teach qualified middle or high school courses and remains for the entire school year (payable at the end of the 2<sup>nd</sup> semester). Mrs. Woolfolk also shared the following current recruitment efforts: Gram Teach (partnership with Grambling State University, Caddo Teaching Academy expansion for grades 4-8 in core subjects (ELA, math, science, and social studies (pending BESE approval, creation of a Caddo Diversity Task Force to develop additional strategies for recruiting minor candidates in the middle grades/subjects; recruit non-education majors (focus on math/science), ancillary Math for Professionals and continue to appeal to LDOE for alternatives to Praxis to demonstrate competency for participation in an alternative certification program.

Dr. Goree pointed out the plans for next school year and the virtual models, but stressed this will not be synchronic instruction and we will not ask our teachers to teach in person at the same time when the teacher is teaching virtually. With all virtual learners being taught in a complete virtual setting and the face-to-face model will be completely face-to-face. Relative to the incentives staff is proposing to offer to attract and keep secondary math teachers as well as Algebra and Geometry teachers in double blocking next year; and if a teacher is teaching in one of these areas, the teacher could earn as much as \$12,000 in addition to their regular pay and the same is true for those who will receive an additional \$1,000. Staff is looking to be very aggressive in attracting educators (Math) and all educators in the system. Mr. Burton stated that as well as pushing those experienced teachers who possibly are only teaching calculus or advanced courses to an area where they will benefit.

Mr. Rachal asked staff to incorporate the dates mentioned into the next year school calendar. He also stressed his agreement with dropping the fee for the summer program, and he asked for clarification on the electives. Mr. Burton said there is no impact on electives; and the only thing staff is doing is changing the time from 55 minutes to 48 minutes. Dr. Goree noted that the District is currently running a 7-period day at the middle school, and the proposed schedule will be an 8-period day.

Mr. Rachal noted the wonderful ideas; however, he asked about the impact on the budget to accomplish these things. Dr. Goree said those numbers will come to the Board in a specific attachment for the Board to vote on before the next meeting. He also reminded everyone that these are also stimulus dollars. Mr. Rachal asked if he understands this is a one-shot agreement and Dr. Goree confirmed it is for three years. He asked if we are going to allocate stimulus funds, hold them in reserve, to make certain we can accommodate these programs. Mr. Burton explained that for each set of funds there is a separate timeline, i.e. three funds just released do not have to be spent until 2024 even though we do have to plan and budget for them now. Mr. Rachal stated he believes it is imperative that as this is approved, we notify everyone that it is a three-year program to be funded with the stimulus dollars.

Dr. Vinson asked Mr. Burton to recap the Freshman Academy, and Mr. Burton explained that every incoming 9<sup>th</sup> grader will be invited to come to school early. Dr. Vinson asked him to provide additional information on the organization that will provide instruction, and Mr. Burton stated it is Elevate K12, a partner of Caddo's that provides live teaching but the teacher is not in Caddo Parish but interacting with students live via the computer. Dr. Vinson noted his concern about quality and continuity and can we not use some of the money to pay our teachers; and Dr. Goree stated while he agrees with Dr. Vinson, this is a buffer in the event we cannot find the people, but the goal is to find the people. He further explained that in looking at the initiative around literacy, the state has provided resources for literacy coaches. However, because we do not have the certified personnel to meet some of these needs, Caddo is having to do clusters of schools; and we are adding 50 people at the middle school level. Mr. Burton stated that the greatest challenge is if we do a great job in the first semester and an influx of students returns to Caddo, we will have a scheduling and staffing nightmare for the principal, and it will also impact the students returning face-to-face. Caddo has had this partnership with Elevate K12 for many years, they use our curriculum, we have access to their teaching at all times, and we will do the training and supervising. Dr. Vinson also asked staff to reconsider punishing students who opt to go 100% virtual and not allow them to be involved with face-to-face extracurricular activities, athletics, etc. He believes some may choose virtual because that is how they like to learn, but by the nature of our policies we will then exclude them from opportunities to participate and rob them of the important social interaction, as well as the ACT Prep. Dr. Goree noted that in visiting with parents and others, and if the purpose of doing virtual is to protect you from the virus, coming to school and participating in sports doesn't agree with why someone has chosen virtual. Dr. Vinson said it is about choice.

Mr. Little asked if the Freshman Academy for all and mandatory, and Mr. Burton said we want to provide it for all, but it is not a mandate. Mr. Little asked if next year starting times will be staggered similar to this year or will starting time return to their original times? Mr. Burton said the only staggered schedule will be preK and Kindergarten, but first through 12 will return to the normal calendar. Mr. Little asked if in lieu of the summer remediation there will be face-to-face instruction on Friday for those needing additional time, and if middle and high school teachers will be delivering virtual and face-to-face content on Fridays. Dr. Goree said he has visited with principals and we will not overburden teachers in this respect, and there is also conversation between principals and teachers regarding the need for students who are failing to return, so a healthy alternative to the Fridays is that they return to Monday-Thursday, which is happening. Mr. Little asked for a point of clarification and if the Cares Act and Heals Act funds are primarily for remediation that is Covid related, and Dr. Goree said that is correct and staff has proposed a very aggressive pay schedule for the summer work.

Ms. Green asked Mrs. Woolfolk about how we want to get teachers in and the programs to assist them as well as what Caddo's recruiter is doing, and Mrs. Woolfolk explained that person is working with the universities, as well as with the Minority Task Force to get more exposure with universities. She said we also expanded the 4<sup>th</sup> through 8<sup>th</sup> grade across content, and she was instrumental in getting this approved, and will conduct a Thursday CSI with all new teachers in efforts to support and retain them. Mrs. Woolfolk also announced that Caddo had its lowest vacancy rate this year. Ms. Green shared that she likes the idea of the Freshman Academy for two weeks, and she asked Mr. Burton how this will be implemented. Mr. Burton stated that because of the rollover of the District's JCampus system, the principals and counselors will know in early summer who the 9<sup>th</sup> graders are. He said letters will be mailed to the families inviting them to come and a link for them to register, or they can call the school, or they can respond via the mail.

Mrs. Bell thanked staff for this, because face-to-face is the way to teach. She also asked if the summer program is open to all schools, and Mr. Burton said it is every school. Dr. Goree stated that the decision of all schools was based on the fact that regardless of the school, one's economic situation, research indicates that every child has seen some loss as a result of Covid, so it is important that these programs are built across all schools. Regarding high schools and continue EOC tests, does this mean a high school student in the 10-12<sup>th</sup> grade can use this opportunity to help them get back on target. Mr. Burton explained that is really the summer school option provided to students who fail an EOC, and we will have sites for them as we have traditionally in the past. Mrs. Bell stated that she agrees with staff that students who choose the 100% virtual option do not need to be at the school participating in hands-on, contact activities/sports. Mrs. Bell also stated she knows there is a need for teachers, and she asked what does staff mean when referencing the teacher must be the teacher of record. Mrs. Woolfolk said that is the teacher giving a student their grades and instruction. She also asked about the \$40 an hour for teachers and \$24 for paras, and staff explained that is for the 10 days and their training. Mrs. Bell asked Mrs. Woolfolk to clarify the additional stipends for new hires and current employees (teachers), and Mrs. Woolfolk explained that the \$1,000 stipend for new hires for signing will come to them in their first pay cycle. She also asked about the \$2,000 for each block, and staff explained a teacher can earn up to \$8,000 (\$2,000 per section), and Mrs. Woolfolk clarified that the \$1,000 signing bonus is for all new teachers, but the \$2,000 per class period is for the middle and high school Math, Algebra I and Geometry teachers. She asked about the \$4,000 and Mrs. Woolfolk explained that a teacher in one of the Math classes can teach up to 3 blocks, 3 times a day for and get \$2,000 per block. Mrs. Bell noted the importance of getting this information out to the public. She also asked about the new program via BESE (April 20<sup>th</sup>), and Mrs. Woolfolk explained that it is Caddo's CTA alternative certification program that has been approved by LDOE and is waiting for BESE to vote on it. Mrs. Bell also noted her awareness that there are teachers that continue to miss passing the PRAXIS by only 2-3 points, and asked what can be done to help. Mrs. Woolfolk responded it is very difficult and Caddo has substitute teachers with proven track records of showing student growth over 3 to 4 years. Mrs. Bell said there are also a lot of paraprofessionals with degrees and we need to work with them. Mrs. Woolfolk also referenced the GRAM program through Grambling State University and the roadblocks that someone must have an Associate's Degree in Education. Dr. Goree asked if we have not funneled those with Bachelor Degrees through the I Teach Program. Mrs. Bell encouraged staff to get this information out to the public.

Mr. Riall asked about the virtual students who would not be in the schools except for the fact that students must return to their home school for testing and asked if the students will be separated or put in with the other students. Mr. Burton assured Mr. Riall and the Board that staff will provide all the mitigation factors similar to students returning in the Spring for ACT, and would include providing CDC requirements i.e. set up alternative sites at a school in the libraries, gym areas, etc. Mr. Riall asked about the 20 hours for the seniors failing EOC test and do they have to take another test. Mr. Burton said they do not, but do have to have evidence of growth which is determined by the teacher.

Mrs. Tharpe asked about the teachers doing the grade recovery on Fridays, and Mr. Burton noted that teachers are continually asking how they can get students back because they are struggling with those students whom they know virtual is not meeting their needs and believe if they had the opportunity to work with them one-on-one they could get students to where they need to be. Mrs. Tharpe also asked if AB Block schedule is something we will be doing, and Dr. Goree said it is not. Mrs. Tharpe asked if she understands correctly that we already have a Virtual Academy in place and what about the virtual students who want to be virtual from 9-12 each day, and Dr. Goree said it will be true choice. Mrs. Tharpe asked if parents will be allowed on campuses this year, and Dr. Goree said while staff believes so, it is something staff continues to work on with the CDC. She also asked if Mrs. Woolfolk feels the incentives to be offered will get adequate teachers, and Mrs. Woolfolk responded that staff does and research of what other districts are doing is a big indicator that Caddo must be aggressive in recruiting new teacher so we do not lose them.

Ms. Trammel asked Mr. Burton if she understands correctly that we are providing diagnostics to all students; and are we preparing to test our students with Leap testing. Mr. Burton indicated they are not new tests, but they are the normal end-of-year assessments, and we are not adding anything new to students this year; but, if a student has not been in a particular school all year, it is hard to know where they are. Ms. Trammel asked if she is correct that this test is being used for data, and

Mr. Burton said that is correct. Dr. Goree said we are still having full state assessments and this is something the Board has no control over. Also, all children are required to return to the campus for this testing. Ms. Trammel also thanked the superintendent for eliminating the \$250 for summer remediation, and she asked if parents will be given the opportunity to participate or not in the Freshman Academy, and Mr. Burton said that is correct. Ms. Trammel also asked if the faculty/staff at the school is aware a child needs to be enrolled, will there be a focus on working with the family to encourage them, and Mr. Burton said they will. Regarding virtual instruction, she asked if the parent chooses to continue all virtual, will it be for the entire semester, and he said yes. She asked what if a parent realizes their child needs to be back in the classroom, and Mr. Burton confirmed the child would always be welcomed back into the classroom. He further stated the only issue is, because of staffing, we cannot have a revolving door of two weeks virtual, return to the classroom, and two weeks later wanting to return to virtual. She also asked if students choosing Caddo Virtual Academy will be attending classes at that site or will they be completely virtual. Mr. Burton explained these students will be transitioned from a hybrid to all virtual, but if a student needs to come to the site and meet with a teacher, staff is working with Mr. Lacy on what that will look like. Dr. Goree stated that while all the decisions shared with the Board today have not come without challenges, and when looking at a hybrid model, staff will look back at the data to see what it might look like.

Mrs. Bell stated that what she sees in this is we are going to help people. We will be hiring bus drivers in the summer, as well as cafeteria workers and not buying new curriculum but spending on staff.

Mr. Little asked about the current precedent for home school students participating or not in the public schools and the possibility the same rationale could be applied to virtual students, and Mr. Burton said yes and it is a choice for any family selecting that option. Mr. Little clarified a home school child does not have access to athletics, organizations, etc. Mr. Burton stated there is a home school association that provides many of those activities, but they are not diverted to their traditional home school.

Dr. Douzart said she worked in a home school for Caddo Parish and its working beautifully, and she complimented staff on the dynamic job staff has done. She suggested having someone help individual teachers with the grading if possible, because of the amount of time it takes to do this, especially with the different Maths. If virtual, and she knows we are providing chat on virtual, she wants the teacher to emphasize for those students who just didn't get it. Also, knowing there is a lot to do, she suggested there should be maybe 12 hours dedicated to answering questions, i.e. call in.

Dr. Vinson asked if home school is considered the same as virtual, and Mr. Burton said it is not. Also, he asked if staff could look at some form of attendance policy for the virtual students, and Mr. Burton said there is an approved one. Dr. Virtual stated the one he remembers was very general. He also asked if there is any after school programs and would like a list of all that are available.

Dr. Goree noted that this is a work in progress and staff is looking at intercession times (during breaks such as fall, winter) and other initiatives. He also stated that this is not the last time staff will bring more information to the Board on what we will do.

Mr. Albritton stated his appreciation, and the Board's, to Dr. Goree and staff for the effort that has been put into this.

## **ESTABLISH AGENDA AND CONSENT AGENDA FOR APRIL 20, 2021 CPSB MEETING**

Superintendent Goree highlighted items for the Board's consideration at the April 20, 2021 CPSB meeting and the following discussion ensued.

8.03. Approval of Section J Policies Students. Mr. Rachal asked for clarification on any significant changes in what is presented. Dr. Goree said this is something staff has been working on since 2013 in updating the District's policy manual. Mr. Abrams said in the continuing process to address the District's policies, a group has been meeting (including administrators, and Ms. Trammel as the Board's representative) to review all policies in this section. He noted the index and explained that he went through the entire section to look at new policies since 2013 submitted via Forethought, proposed new policies, and policies that we will keep in the manual,

etc. Mr. Rachal asked for clarification on one of the policies submitted with "revised May 2013" date and Mr. Abrams explained those policies were submitted in 2013 by Forethought. Because Caddo already had a policy addressing that particular issue (the particular policy noted by Mr. Rachal), the Board did not adopt it, and this will be the new policy. All policies attached in the documentation submitted are new policies and will be added to the policy manual.

Mr. Little brought to Mr. Abrams attention that Policy JDA was recently revised to prohibit Corporal Punishment, and staff confirmed that is correct and was effective immediately.

**Additions.** Ms. Trammel asked that the following item be added to agenda from the CPSB Building, Grounds and Security Committee: Recommendations relative to CPSB Vacant Properties – (1) Demolition of Carver Site at an estimated overall cost of \$800,000.00; and (2) Initiate sale by bids for 79<sup>th</sup> Street (land) valued at \$56,700 and Timmons Elementary School, valued at \$530,000.00.

President Albritton announced that the following are the proposed consent agenda: Items 6.01-6.02, 7.01, 8.01-8.03, 8.05, and 13.01.

*Ms. Green moved, seconded by Mr. Nations, to approve the proposed agenda and consent agenda for the April 20, 2021 CPSB meeting as presented. Vote on the motion carried.*

### **POLL AUDIENCE**

The following visitors addressed the Board on proposed agenda items: Jackie Lansdale, president, Red River United, why proposed disciplinary policies did not go before the Disciplinary Committee and the organizational meeting; Jon Glover, provide to the public a copy of information given to the Board, bring changes in disciplinary policies to Disciplinary Review Committee, Leap scores not counting against school districts but only used as an assessment, and percentage of stimulus funds to be dedicated to a catch-up learning program.

### **ANNOUNCEMENTS**

Ms. Green announced that one of Shreveport's state legislators is working with the African American teacher from Huntington High School to bring forth legislation to incorporate African American history into our history program. She stated she will be bringing something for the Board to consider.

Ms. Tharpe announced the Broadmoor Neighborhood Association will host the District 4 BESE forum on April 20<sup>th</sup> at 6:30 p.m. in the gym at Broadmoor Presbyterian Church.

Ms. Trammel extended birthday wishes to Board member Rachal.

**Adjourn.** *Ms. Green moved, seconded by Mr. Nations, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:45 p.m.*



**April 7, 2021  
CPSB Special Session**

**Members present:** Steve Riall, Jasmine Green, Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Tony Nations, John Albritton, and Dottie Bell. Dr. Terence Vinson and Barry Rachal were absent. Also present were Dr. T. Lamar Goree, Secretary and Reginald Abrams, Board Counsel.

President John Albritton called the April 7, 2021 CPSB Special Session to order at approximately 4:30 p.m. and a quorum was present. Mr. Little led in the invocation and Pledge of Allegiance.

**Visitors** – None

**Declare District 7 Seat Vacant and Call for Special Election**

*Ms. Trammel moved, seconded by Mr. Riall, to approve the proclamation declaring District 7 Caddo Parish School Board seat vacant due to the resignation of Raymond E. Green and that CPSB call for a special election to fill said vacancy as provided for in said proclamation. Vote on the motion carried and the following proclamation was unanimously approved.*

**PROCLAMATION**

**WHEREAS**, the Caddo Parish School Board has received notification from Raymond E. Green of his resignation as member of the Caddo Parish School Board District 7, effective April 6<sup>th</sup>, 2021, at 11:59 p.m.

**WHEREAS**, the resignation created a vacancy in Caddo Parish School Board District 7 which requires a temporary appointment and the unexpired term of office in which the said vacancy existed will end on December 31, 2022, 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) **Open Primary Election**  
shall be held on Saturday, October 9, 2021; and
- (2) **Open General Election**  
shall be held on Saturday, November 13, 2021.

The qualifying period for candidates in this special election is July 14-16, 2021.

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.

**Establish Procedures for Filling the District 7 Vacancy.** *Mr. Nations moved seconded by Ms. Trammel, 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, La. until **4:00 pm on Thursday April 15, 2021;***

*That applications contain the following:*

- 1) *The applicant's date of birth;*
- 2) *The applicant's address and how long they have lived in District 7; and*
- 3) *A short statement regarding why applicant desires to serve as interim board member from District 7.*

*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 **Tuesday April 20, 2021 at 2:00 pm** at the Caddo Parish School Board office board room, 1961 Midway Street, Shreveport, La

**Call for a Special Board Meeting to Interview Candidates and Select an Interim Appointment for the District 7 Vacancy.**

Mr. Riall moved, seconded by Mr. Nations, that there be a special board meeting to be held on April 20, 2021 at 2:00 p.m. for the purpose of interviewing candidates for the District 7 vacancy and for selecting an interim appointment. Vote on the motion carried.

**Executive Session. Litigation Update and Recommendations re: Red River United, Sarah Daigle, Krista Core, Christina Laughlin, Katie Sweeten and Patricia Stallcup v. Caddo Parish School Board, Suit No. 629520-C, 1<sup>st</sup> JDC, Caddo Parish, Louisiana.**

Ms. Trammel moved, seconded by Mrs. Bell, to go into executive session for up to 15 minutes for a legal update and recommendations re: : Red River United, Sarah Daigle, Krista Core, Christina Laughlin, Katie Sweeten and Patricia Stallcup v. Caddo Parish School Board, Suit No. 629520-C, 1<sup>st</sup> JDC, Caddo Parish, Louisiana. Vote on the motion carried and the Board went into executive session at approximately 4:40 p.m.

The Board reconvened into open session at approximately 5:37 p.m.

**Adjournment.** Ms. Green moved, seconded by Ms. Trammel, to adjourn. Vote on the motion to adjourn carried and the meeting adjourned at approximately 5:38 p.m.

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**April 20, 2021  
CPSB Meeting**

**Present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Also present were Dr. T. Lamar Goree, superintendent, and Reggie Abrams, board counsel.

President Albritton called the April 20, 2021 CPSB meeting to order at approximately 4:30 p.m., and a quorum was present. Don Little led the prayer and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE MARCH 23, 2021, MARCH 25, 2021, APRIL 6, 2021 AND APRIL 7, 2021 CPSB MEETINGS**

*Mr. Riall moved, seconded by Mr. Rachal, to approve the minutes of the March 23, 2021, March 25, 2021, April 6, 2021 and April 7, 2021 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried unanimously.*

**RECOGNITIONS**

Dr. Goree introduced Charnaé McDonald, assistant director of Communications, who presented a video of student and staff recognitions, narrated by Lacey Smith, a 3rd grade student at University Elementary School. The video included highlights of Caddo Career Week, the many nationally recognized programs/classes offered at the Caddo Career & Technology Center, and students sharing their experiences at the Career Center. The following counselors were recognized as district counselors of the year: Lamesa Fleury, preK-2<sup>nd</sup> grade counselor, Southern Hills Elementary; Rosalyn Davis, 8<sup>th</sup> grade counselor, Youree Drive Middle; and Ta Edwards-Robinson, 9<sup>th</sup>-10<sup>th</sup> grade counselor, Caddo Magnet High. Mrs. McDonald also noted that during Career Week, \$2,000 scholarships were presented to 30 students toward a higher education from the Caddo Career and Technology Foundation and community donors.

President Albritton and Superintendent Goree presented to Mr. Raymond Green a token of the District and Board's appreciation and gratitude for his more than 55 years of service in Caddo as an educator, counselor and for the past 6 years representing District 7 on the Caddo Parish School Board. Mrs. McDonald applauded Mr. Green for his faithfulness in being an advocate for educators and school employees, and always calling for academic excellence for all children in Caddo Parish. Mr. Green shared with everyone his rewarding experiences in serving in Caddo and serving with his colleagues on the Board, commending the Board on the work that it continues to do. He also thanked those who helped him in his election to the Board; and because of their generosity and the fact that after two terms he still has funds remaining, it is his desire to give that money to the Caddo Parish School Board for distribution to the schools or organizations in the school system, with Oak Park being at the top of the list. Mr. Green also introduced his family members present who are educators as well: daughter Ramona Green, teacher at Northwood; and his grandson Adrian Green, who is pursuing a degree in education.

Mr. Rachal, a member of the Caddo Career Foundation, encouraged those who have never visited the Career Center or participated in the scholarship award banquet to do so. He commended the Career Center for the opportunities afforded students who are winning national awards across the country. He also thanked Mr. Green for his service on the Board and the integrity, good character and righteousness he represents, and the privilege to serve with him on the Board. Mrs. Bell echoed Mr. Rachal's comments and thanked him for being the educator he was and for the role he played in her life. Ms. Green also thanked Mr. Green for his service. Mr. Dixon wished Mr. Green well in his retirement and shared that he hopes he can be a small replica of the man recognized today.

Ms. Trammel also commended Mr. Green for his service and her gratitude for his contributions to the Board in parliamentary procedures as well as bringing members together in one accord; and wished him well in his retirement.

Dr. Goree also congratulated Mr. Green for his faithful service for over 55 years and the integrity, character, and highest level of professionalism he has brought in service to the District and the children of Caddo Parish.

Mr. Green closed by encouraging the Board to continue to prepare Caddo's students to be able to get a job as well as train them how to compete. He also encouraged the Board and staff to work with the State of Louisiana in an effort to improve the salaries to help us compete and keep our students locally and not lose them to other states.

**VISITORS**

The following visitors addressed the Board on matters of interest/concern: Caddo Magnet High Students Gretchen Upton and Emma Dong (Girl Up, menstrual hygiene in Caddo); Jackie Lansdale, Red River United (transparency, Heroes Supplement, Caddo Accelerate plan and funding, public input); Jon Glover, postpone action on Accelerate Caddo, needs of struggling children not being met); Mark Kapera, science teacher (change in class schedule); Dionne Freeman, virtual students that need to remain virtual, CVA, don't put all virtual students in one place); Lisa Jamerson, parent (principal at Green Oaks); Dutchess Wynn-Tyson (substitute pay/ISS facilitators pay changed to long-term sub pay with minimum 3 days sick leave).

Mr. Little asked that staff follow up with the Magnet High students and consider the merits of their arguments.

### **ESTABLISH THE AGENDA**

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued. Mr. Albritton announced that Items 6.01-6.03, 7.01-7.02, 8.02—8.03, 8.05, and 13.01 are the consent agenda. *Mr. Nations moved, seconded by Ms. Trammel, to establish the agenda and proposed consent agenda for the April 20, 2021 CPSB meeting as presented. Vote on the motion carried.*

### **CONFIRM THE CONSENT AGENDA**

*Mr. Rachal moved, seconded by Mr. Riall, to confirm the consent agenda. Vote on the motion carried* and the following is a summary of the consent agenda items approved by the Board.

6.01 Personnel Recommendations – The Board approved the personnel recommendations as recommended by the superintendent and submitted in the electronic mailout.

6.02 Personnel Transactions (Resignations) – The Board approved the personnel transactions reports (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Requests for Leaves –The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

7.01 Consideration of Purchasing Bids – The Board approved the bid of Smith Farms of Louisiana for an agricultural and hunting lease of the Carver property as recommended by staff and submitted in the electronic mailout.

7.02 Capital Projects Bids – The Board approved the following bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets: (1) Martin Construction & Design (not OCC\*), Shreveport, La., with a Base Bid and Alternate 1, for the sum total of \$122,173.00 for Project 2022-239, "Keithville Gym Renovation & Bleachers"; (2) ELA Group (not OCC\*), Shreveport, La., with a Base Bid, for the sum total of \$345,600.00 for Project 2022-251, "Northwood Restroom & Concession Building"; (3) Thrash Construction Services (not OCC\*), Shreveport, La., with a Base Bid and Alternate 1, for the sum total of \$199,600.00 for Project 2022-250, "Walnut Hill Restroom Renovation"; (4) Byrnes Mechanical (not OCC\*), West Monroe, La., with a Base Bid, for the sum total of \$1,157,750.00 for Project 2022-750, "Captain Shreve Gym Cooling Towers, Boilers, Water Heater"; (5) Reliance Plumbing Group (not OCC\*), Shreveport, La., with a Base Bid and Alternate 1, for the sum total of \$466,500.00 for Project 2022-752, "Donnie Bickham Redundant Chillers"; (6) ELA Group, Inc. (not OCC\*), Shreveport, La., with a Base Bid, for the sum total of \$175,000.00 for Project 2022-238, "Academic Recovery Front Drive"; (7) Testament Construction (not OCC\*), Shreveport, La., with a Base Bid, Alternate 1 and Alternate 2, for the sum total of \$289,600.00 for Project 2022-255, "Caddo Magnet High Restrooms"; (8) The Payne Company (not OCC\*), Shreveport, La., with a Base Bid, Alternate 1, Alternate 2 and Alternate 3, for the sum total of \$916,000.00 for Project 2022-754, "Riverside RTU's Deleting Boilers"; (9) ELA Group, Inc. (not OCC\*), Shreveport, La., with a Base Bid, for the sum total of \$202,500.00 for Project 2022-219, "North Caddo Elementary Middle Basketball Court Canopy"; (10) ELA Group, Inc. (not OCC\*), Shreveport, La., with a Base Bid and Alternate 1, for the sum total of \$272,200.00 for Project 2022-249, "Southwood Restroom"; (11) Douglas Construction (not OCC\*), Shreveport, La., with a Base Bid, and Alternate 1 and Alternate 2 for the sum total of \$165,531.00 for Project 2022-220, "Southern Hills Cover Basketball Court"; (12) ELA Group, Inc. (not OCC\*), Shreveport, La., with a Base Bid, Alternate 1 and Alternate 2, for the sum total of \$366,500.00 for Project 2022-248, "Woodlawn Restroom"; (13) Boggs & Poole Contracting (not OCC\*), Bossier City, La., with a Base Bid and Alternate 1, for the sum total of

\$267,100.00 for Project 2022-254, "Pine Grove Restrooms"; (14) Postpone until May 18, 2021 CPSB meeting the bid on Project 2022-242, "Fair Park Paving Modifications and Canopy"; (15) Hamm Mechanical (not OCC\*), Shreveport, La., with a Base Bid and Alternate 1 and Alternate 2, for the sum total of \$854,500.00 for Project 2022-753, "Southern Hills RTU's Deleting Boilers"; (16) Bowman's Grading & Asphalt (not OCC\*), Haughton, La., with a Base Bid and Alternate 1, for the sum total of \$356,400.00 for Project 2022-209, "Byrd Baseball Field at LSU"; (17) Bowman's Grading & Asphalt (not OCC\*), Haughton, La., with a Base Bid and Alternate 1 and Alternate 2, for the sum total of \$440,290.00 for Project 2022-243, "Walnut Hill Paving"; and (18) reject bids for Project 2022-208, "District Wide High School Tracks (6)".

8.01 Property/Bus Rental Requests – The Board approved the requests for the long-term use of CPSB properties and or buses as recommended by staff and submitted in the electronic mailout.

8.02 July CPSB Meeting – The Board approved that the Board only hold one meeting in July and that the meeting will be held on July 20, 2021.

8.03 Approval of Section J Policies-Students – The Board approved the proposed updates to CPSB Section J Policies-Students as submitted by board counsel in the electronic mailout.

8.05 Approval of Recommendations relative to CPSB Vacant Properties – The Board approved the demolition of the Carver site at an estimated overall cost of \$800,000.00 and initiate the sale by bids for 79<sup>th</sup> Street (land) valued at \$56,700 and Timmons Elementary School valued at \$530,000.00 as recommended by the CPSB Building, Grounds & Security Committee and submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearing – The Board approved appeals for students ND, FW, and DA as recommended by staff, and whose parents are in agreement, and submitted in the electronic mailout.

## **PROPERTY/BUS RENTAL REQUESTS**

*Ms. Trammel moved, seconded by Mr. Rachal, to approve the requests for the long-term use of CPSB properties and or buses as recommended by staff and submitted in the electronic mailout. Vote on the motion carried with Board members Vinson and Dixon abstaining due to conflict as an employee of Southern University.*

## **CONSIDERATION OF PROPOSED ACCELERATE CADDO INCENTIVE PLAN**

*Ms. Trammel moved, seconded by Mrs. Bell, to approve the proposed Accelerate Caddo Incentive Plan as submitted by the superintendent and outlined in the electronic mailout.* Ms. Trammel noted questions relative to the different parts of the proposed plan and the need to make it clear what is included in the plan. Dr. Goree responded that staff will make every effort to make the proposed plan crystal clear to the constituents and to the people working in the system. He also noted that the plan, as dollars are coming in to the District, is not the last request staff will bring to the Board for dispensing the dollars toward recapturing learning and what is in the best interest of Caddo's student population. Also, Dr. Goree said the funds are not all at one time, but they are over three school years and four summers. He further stated that everything being seen today is directly related to the issues of finding teachers, which has been an ongoing situation since he arrived in Caddo. This is only an effort to do everything staff can to get ahead of the curve in attempts to finalize needed teachers to fill the vacancies. Ms. Trammel asked if she understands correctly that this is Phase I, and Dr. Goree confirmed that to be a correct assessment, and Accelerate Caddo is the incentive plan that is part of the Jump Start 2.0 and is in line with everything the state is doing. He further explained there will be several other opportunities to come to the Board with the things that we can do to help support students by utilizing these funds.

Ms. Trammel further noted edits made since the presentation, i.e. giving an incentive to whomever might recommend a teacher, and Dr. Goree explained that in deliberations, that has been eliminated.

Mrs. Bell asked for clarification on what was removed from the initial presentation, and Dr. Goree explained that after deliberations, staff believed it important to take additional time to research the incentive where a teacher could earn up to \$1,000 for referring a teacher to insure it is something that works effectively. Mrs. Bell stated that when the plan was initially presented, KSLA did a story on it, breaking it down. However, she agrees it is important to break it down in lay terms so everyone understands it. Dr. Goree added he appreciates the importance of the community being engaged in the conversation. He

further stated that this represents \$4 million of a lot of money to be received over the next four summers and three school years. He added there will be opportunities for engaging community as well as the Board; and he asked them to remember the critical importance of being ahead in the recruiting conversation because we are looking for teachers in a field where very few exist. He said we must make sure we are as competitive as we can be not only in attracting new teachers, but also in keeping the ones we have (incentives are highlighted in what is presented tonight). Mrs. Bell noted this plan is to afford our students who were behind to catch up, and it is an opportunity for all students.

Mr. Rachal noted it is a three-year plan, and Dr. Goree reiterated it is a four-summer, three-year plan in which the monies will be expensed as related to ESSA 2 and ESSA 3 funds. He said there would be no way the sum of monies we could receive could be spent at one time, and is why there will be additional opportunities over the next three years; and as these decisions are made, he commits to engaging the community as much as possible. Mr. Rachal asked about the visitor's question about a public hearing and is this something the Board needs to do. Dr. Goree stated that as public hearings are prescribed in the plan, which is as districts receive the money, information will be provided; however, at this time, money is not in the district and staff is preparing ahead of time so when we do receive the funds we can move as quickly as possible; and again when appropriate, the public hearings will take place. Mr. Rachal stated his understating that we are approving a plan, not having the funds, and will hold a hearing after this, but asked for clarification on the purpose of the hearing if we have already done this. Dr. Goree said it is staff's thought that if we are going to get ahead in this recruitment season, it is necessary to move forward with some of our incentive plans. He added there is much more to be discussed around the revenue we will receive, possibly in excess of \$200 million, and there will be public hearings to address this; but the thought was when staff presented this to the Board, the community has the opportunity to speak to what was presented. However, if necessary to hold public hearings differently, staff will look at doing so. Mr. Rachal asked for clarification of the \$200 million, and Dr. Goree stated this would be representative of all the draws the district would receive from the stimulus dollars. Mr. Rachal asked for clarification on this estimated amount and the timeframe for receiving these funds and Dr. Goree confirmed it is an estimate at this time and would be distributed over a three-year period in different ways.

Mr. Abrams noted that if there is a requirement for a public hearing, he would suggest the matter be postponed and rescheduled prior to the Board voting on it. At the advisement of the attorney, Dr. Goree said staff would pull this item and give the attorney the opportunity to review further. Mr. Abrams said a special session could be called with a public hearing and eliminate any questions.

*Ms. Trammel moved, seconded by Mrs. Bell, to pull this item and postpone 8.04 until a special meeting is called for April 27th at 4:30 p.m.* At the advise of the attorney, Dr. Goree agreed staff will remove this item even though staff believes we are in compliance with the law; but he asked that the Board move quickly to schedule a meeting to address this matter so we can move quickly and get the best teachers. Dr. Vinson asked for more time to get ample input, and it may be that we need to take it to the community. Ms. Tharpe asked if this plan was sent to parents via JCampus, and Dr. Goree said no, but the plan was presented at the last Board meeting two weeks ago, and has followed the same procedures as have been in the past. He also confirmed that we are in compliance with the law, but will work with the community as best as staff can. Dr. Goree also expressed his appreciation for the staff and the many hours and hard work in bringing this plan, and staff looks forward to bringing this back for action so the District's recruiters can do what needs to be done to find teachers.

Ms. Green asked if a public hearing is not required, will we move forward or will we still consider pulling it until next week. Mr. Abrams clarified that he had just received an ESSA 3 update from Mr. Burton indicating there is no requirement for a public hearing; however, if the Board wishes to still pull the item, it can do so. For the future, he clarified there is no requirement according to what the state department as presented to hold a public hearing, but only that it (the plan) be placed on the web site. Ms. Trammel asked if she understands staff is saying there is not a requirement, and Dr. Goree stated that staff is saying we are in compliance with the law as it is written. Ms. Trammel said based on that, she is o.k. with removing the motion to pull this item. Dr. Goree confirmed that staff is o.k. with removing it and returning next week, giving staff additional time to make sure we do have an effective plan in place, even though it does put us a week behind in moving forward to find teachers; however, he wants the Board to have comfort in moving forward. Ms. Trammel noted that she wants to make sure we have needed staff in place, but also that everyone has a clear understanding of what is being voted on because the document only lists bullets without explanation. Dr. Goree clarified that the document supporting this is over 400 pages, and it is only the first one; and when dealing with Federal dollars we will continue to receive manual after manual for this. Staff is communicating directly with the State; and even though he is certain we could move forward, he is o.k. with postponing it if that is the

pleasure of the Board. Mr. Abrams stated that upon reading the document; and no matter what the Board does, *it states in the last line to insure the System has received public comment within 30 days of receiving funds and publish an updated plan on the System's website.*

Ms. Trammel clarified that there is a 30-day window, and Mr. Abrams stated you have 30 days within receiving the funds to make the plan available to the public on the web site and receive public comments. At this time, he said it appears that the Board is giving preliminary approval to begin the process; and when the funds are received, the Board would have another opportunity for public comment within 30 days. Dr. Goree reminded everyone that we still will not have the funds next Tuesday, but it will be important to look at how staff can move forward and recruit teachers because staff cannot be held accountable if our hands are tied. Ms. Trammel clarified that for staff to be able to move forward, staff needs the Board's approval to release the funds. Dr. Goree confirmed that to be correct and that by next Tuesday, he hopes the Board will be able to support moving forward with this incentive plan so staff can recruit teachers. Mrs. Bell asked if she understands correctly that delaying this vote will delay the plan, and Dr. Goree confirmed it will for one week.

Dr. Vinson asked is the entire \$4 million is for the teacher recruitment, and Dr. Goree confirmed that the proposal before the Board is for \$4.8 million and it is not just for recruitment but incentives for current teachers as well. Dr. Vinson shared his confusion and why we can't just go full thrust with the public hearings up front and get the good information, and then implement the plan. Dr. Goree confirmed that the plan is being built, and will include many different plans around Tier I curriculum, professional development, etc. to be included in the entirety of the budget; which is not due to the State at this time. Staff only brought the proposed incentive plan in staff's effort to be ahead of the curve in improving incentives, getting revenues authorized, and move forward in recruiting teachers. As an urban school system, Dr. Goree noted the challenges in convincing teachers this is the best place for them to come; and because many of the competing districts already have their \$10,000 incentives advertised, staff is also trying to be competitive in our recruiting efforts. Additionally, he added when looking at the amount of revenue being discussed and what is required, he doesn't believe going out in the community via what is being recommended for input that we would be able to allocate the resources in that way. Also, while he does want to engage community, we do not do that for our general fund budget either. Dr. Vinson stated the Board does not even know the amounts, and Dr. Goree stated the amounts are in the proposal submitted. Dr. Vinson stated he believes they should have received another presentation because there have been many things revised and he has been reviewing the document from two weeks ago. Dr. Goree stated that staff is willing to do another presentation, but it has not been the Board's favor to have presentations at the regular Board meeting but at the executive work session. Dr. Vinson noted that when it was presented two weeks ago, the Board was very excited about the incentives proposed; but since that date, one of the pay scales was removed and the Board was not aware. Also, he asked if the funds noted in the Financial Update will cover the recruitment piece, and Dr. Goree said they would not and that is only an update on where we are in the current budget, with some of the funds noted in the update already being allocated. He also stated that he feels very strong that the Federal Government supports how the District is proposing to spend these funds. Dr. Vinson noted how important public trust is; and he would encourage getting input on the front end and then move forward. Knowing there were students who were behind before the pandemic, he noted the possible need for more resources for those students who need additional support. Dr. Goree added that in all fairness, his staff spends past 8 hours a day achieving exactly what Dr. Vinson described, and it will be a part of the plan.

Mr. Nations asked for confirmation if he votes against the motion on the table, he would be saying they are ready to move forward now, and staff confirmed that to be correct. Mr. Rachal said he too knows staff has worked very hard, but he asked the superintendent if he is o.k. with delaying this one week. Dr. Goree said that at the advisement of Board Counsel, he is very much o.k. with delaying one week. Mr. Rachal also said he does not see any reason not to proceed, but the hearing is a part of the procedure in getting to the same place.

*Mr. Riall moved, seconded by Mr. Nations, to call for the question on both motions. Vote on the motion carried with Board member Rachal opposed.*

Mr. Abrams clarified that after reading the document further, it does not require a public hearing, but it only requires that there is a process whereby within 30 days of receiving the funds, that the Board receive comments and that the updated plan is published on the school system's web site. Ms. Trammel she would like to have clarity in the motion being voted on, because what was stated is not what she believes to be correct. Mr. Abrams clarified that the motion is to postpone this item until April 27<sup>th</sup>.

*Vote on the motion to postpone the item until April 27, 2021 at 4:30 p.m. carried with Board members Green, Vinson, Douzart, Trammel, Dixon, Rachal, Albritton and Bell supporting the motion and Board members Riall, Little, Tharpe and Nations opposed.*

As chair, Mr. Albritton noted the importance that everyone understands there is no requirement for a public hearing, but public input is required after we receive the money. Also, if we are not careful, we will get into the flag bearer of bureaucracy when we tell our staff we are trying to get ahead on recruiting, but we don't want you to go out and tell the world. The Board was elected to make these type of decisions to expeditiously put our system in a position to be first in recruiting much needed teachers.

### **CONSIDERATION OF RESOLUTION AND EXCERPT OF RESOLUTION REQUEST FOR LOUISIANA STATE MINERAL BOARD ADVERTISEMENT**

*Mr. Riall moved, seconded by Mr. Rachal, to approve a resolution to lease approximately 63.28 acres at Northwood School and approximately 9 acres at Pine Grove Elementary School; and an extract of a resolution requesting the Louisiana State Mineral and Energy Board and the Office of Mineral Resources to advertise these properties for oil and gas leases as recommended by staff and submitted in the electronic mailout. Mr. Riall asked if the Northwood High School property is currently leased, and Mr. Abrams said it will be the first lease on the property. Mr. Riall asked about a "no drill clause", and Mr. Abrams verified it is included as "no surface drilling" and it represents \$108,543.00 in bonuses. Mr. Rachal asked about the minimum royalty of 20% and why we did not say 25%. Mr. Abrams stated we could not get it, and Mr. Madison did negotiate with the company on some other expenses in which they will not charge us. Vote on the motion carried.*

### **SUPERINTENDENT'S REPORT**

**Financial Update.** Superintendent Goree highlighted a financial update reporting that sales taxes continue to show positive growth and we are currently up approximately 4.4% (a little over \$2 million) from where we were at this time last year, and staff believes this will be beneficial in ending the current fiscal year favorably. He thanked the Board for its continued commitment of resources, i.e. incentive pay. Property tax collections through April are in line with what has been in prior years; and total collections are expected to be approximately what was budgeted. Staff projects that the oil and gas revenues will be about \$1 million more than budgeted; and as we enter the heaviest part of the District's budget season, staff is continuing to closely monitor budgeting with an expectation as well as controlling large costs, i.e. personnel (salaries and benefits) which makes up 80+% of the District's budget. Dr. Goree also announced that budget work session dates will be shared with the Board in the near future.

### **ANNOUNCEMENTS**

Ms. Tharpe reminded the Board that the BESE forum is at 6:30 p.m. at Broadmoor Presbyterian Church.

Mr. Rachal asked that staff provide him with the balance of the 2019 bond funds.

Dr. Vinson asked that staff look at the visitor speaking on ISS Facilitator pay and long-term sub pay. Also, even though the presentation by the two students from Magnet High indicates a touchy situation, he asked that staff insure what is being reported is getting to appropriate staff and being addressed.

Ms. Trammel encouraged staff to look at possible adjustments that can be made to help them with this project. Dr. Goree confirmed he and staff will follow up.

**Adjourn.** *Mr. Nations moved, seconded by Mrs. Bell, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:28 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John L. Albritton, President



**April 20, 2021**  
**CPSB Special Session**

**Members Present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Tony Nations, and Dottie Bell. Board members Barry Rachal and John Albritton were absent. Also present were Dr. T. Lamar Goree, secretary, and Reggie Abrams, board counsel.

First Vice President Jasmine Green called the special session of the Caddo Parish School Board (CPSB) to order at approximately 2:05 p.m. on Tuesday, April 20, 2021, at its offices located at 1961 Midway Street, Shreveport, Louisiana, and a quorum was present. Mr. Little led in the prayer and invocation.

**INTERVIEW CANDIDATES INTERESTED IN FILLING DISTRICT 7 VACANCY**

First Vice President Green announced the purpose for today's meeting is to fill the interim vacancy on the board created by the resignation of Board member Raymond E. Green. She stated that each candidate will be allowed up to 10 minutes to present his or her reasons for desiring to serve as interim board member from District 7, including his or her special skills or experience to offer as a board member and his or her perspective on the role of a board member. The following candidates shared with the board their desire to serve as interim board member from District 7: (1) Darrin L. Dixon, and (2) Barbara Smith-Iverson. Candidate Linda Rasberry Smith did not attend.

**SELECTION OF INTERIM REPRESENTATIVE TO FILL THE CPSB DISTRICT 7 VACANCY**

First Vice President Green announced she will call each candidate's name in alphabetical order and each board member will have one vote and the interim appointment must receive 5 votes. As each candidate's name was announced, the following votes were cast: (1) Darrin L. Dixon – 6 votes (Riall, Vinson, Little, Trammel, Tharpe, Bell); (2) Linda Rasberry Smith – 0 votes; and (3) Barbara Smith-Iverson – 1 vote (Douzart). Board members Jasmine Green and Tony Nations did not cast a vote.

**OATH OF OFFICE**

Legal Counsel Reginald Abrams administered the oath of office to Darrin L. Dixon, newly appointed interim board member for CPSB District 7. The board and audience extended congratulations and welcomed Mr. Dixon to the board.

**Adjournment.** *Mr. Dixon moved, seconded by Ms. Trammel, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 2:27 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**April 27, 2021**  
**CPSB Special Session**

**Members Present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Board member Don Little was absent. Also present were Dr. T. Lamar Goree, Secretary, and Reggie Abrams, Board Counsel.

President John Albritton called the special session of the Caddo Parish School Board (CPSB) to order at approximately 4:30 p.m. on Tuesday, April 27, 2021, at its offices located at 1961 Midway Street, Shreveport, Louisiana, and a quorum was present. Dr. Douzart led the prayer and invocation.

**VISITORS**

The following visitors addressed the Board on matters of interest/concern: (1) Judith Tipton, Caddo Teacher, concerned with the District not allowing public input regarding the proposed Accelerate Caddo Incentive Plan; (2) Mark Kapera, Caddo Teacher, concerned about increasing ELA and Math minutes and decreasing Science minutes with proposed block schedule; (3) Jordan Thomas, President, Caddo Federation of Teachers/Support Personnel and Executive Vice President, Red River United, concerned that policies (e.g. duty free lunch, daily breaks, reporting end times for current teachers and staff) need to be included in the new plan; (4) Alaina Butterfield, Caddo Teacher, concerned about the teacher incentives, and she wanted to voice that she believes that the problem is not hiring the teachers, but retaining the teachers.

**CONSIDERATION OF PROPOSED ACCELERATE CADDO INCENTIVE PLAN**

Dr. Goree presented the Caddo Strong Start 2.0, the roadmap to Acceleration and Innovation, which builds upon Caddo Strong Start 1.0, which was presented last year. He stated that when school opens next year, we will have our Strong Start 2.0 Plan in place. Accelerate Caddo is part of the greater plan and fits in as an academic component. Dr. Goree presented information around the three (3) *Stimulus Acts* that have been provided to us by our Federal Government. He further stated that the stimulus dollars are very clearly allocated toward certain needs: safe opening of our schools; addressing the lost learning; accelerating achievement for children; improving the learning environments. He said staff is not asking the Board to approve all of the stimulus dollar plans nor the Roadmap to the Reopening of School, but staff is asking the Board to approve incentive plan dollars based on the things we need to actively recruit the teachers needed to start our school year. The plan is to not only recruit new teachers, but from an incentive perspective to retain them as well, and Dr. Goree noted there are many things to be discussed as we continue to develop the plan for the stimulus dollars, but the incentives presented are needed as we enter this Job Fair season.

Dr. Goree explained that the first of the stimulus package, the CARES Act, was passed in July of 2020, and a few months later the District had purchased approximately 5000 iPads and Laptops for students who needed devices; and the District also served children approximately 700,000 meals. In ESSR 1, we received \$22 million specifically earmarked for devices, insuring all families had connectivity to the internet, making sure all children had what they needed to be successful virtual learners, as well as reopening of school this current school year and providing masks, hand sanitizers, and electrostatic cleaning machines.

In January 2021 the ESSR 2 (\$66 million) was approved with the focus being lost learning, and the equitable institution of programs to insure we are not creating learning gaps. The ESSR 3 (\$148 million) was approved in March 2021, and the focus was on how to open schools safely next year, social emotional learning, and accelerated initiatives to help students catch up as quickly as possible. Dr. Goree stated as previously reported, we have four summers and three years to spend these dollars, with the main focus being reopening of schools, recapturing lost learning for students, accelerated learning, and improving the learning environment. Dr. Goree stated we need to make sure we meet the Federal Stimulus allocation needs while we are addressing the needs of our students; and one of the critical needs as a Parish is to aggressively recruit and retain teachers. We go into this next school year aggressively supporting our schools from a staffing perspective. To do so, staff is requesting that \$4 million of the approximate \$238 million be allocated to beginning the recruitment process, which Caddo should have already

started. Dr. Goree stressed staff's goal to recruit new employees to Caddo and to incentivize current employees to teach in critical need areas, which is very important to increase student achievement daily.

Dr. Goree highlighted the following incentives being proposed:

New Teacher Stipend - \$1000.00

- Teacher Demand Stipend –\$2000.00 per class/per section
  - 100% based on supply and demand
  - According to historic data and current situation of the District, Math is our greatest struggle
  - 13 current vacancies, and adding 50 additional math teachers next year to our Middle Schools in order to accommodate the lost learning in MS Math – need total of 63 Math Teachers
  - Stipend will be for the following: Middle School Math, 9<sup>th</sup> Grade Math Essentials, Intensive Algebra, as well as Algebra 1 and Geometry
- Caddo Gain Stipend
  - Goal is to design a system where as many schools as possible can be rewarded for not only for having an “A” SPS, but for growth and how well we are growing students
  - Budgeted a specific amount of money and set limits so that we can make sure we are rewarding as many employees (certified and classified)
  - Committed to informing everyone up front of the rules
- Caddo Principal Performance Stipend
  - Prior to the start of school, the Principals will know exactly what they will have to do to qualify for the stipend
  - Great incentive to reward our Principals

Mr. Rachal asked how the plan will impact our STEM Program, and Dr. Goree verified that the things we are currently doing will continue (e.g. what we are doing at Broadmoor; integrating STEM learning across our Science and all of our curriculums). He further explained the decision to increase the day to an 8-period day, where you will see Middle School Math blocks go from 50 minutes to 99 minutes a day and a loss of 13 or 16 minutes in Science instruction. With the current needs, the only other option would be to add 1 to 1.5 hours to the school day, which was not well received from our principals who carry the voice of their teachers; but staff does not look for this to diminish the importance of STEM. Mr. Rachal asked for clarification of the 13 minutes per day, and Dr. Goree clarified the 13 or 16 minutes per day is because the Math time is doubled. He also clarified that this decision is data driven, and is the area where our Tier 1 Curriculum is requiring us to implement more time if we are going to be successful. Mr. Rachal asked if the funds must be expensed or can they also be allocated in a budget, and is there a drop-dead date? Dr. Goree responded some of both, and the District will be required to turn in a budget to the State, and as we buy laptops, etc. we will expense that to the State and they will send us the funds. Also, he said if we do not expense everything by the end of the window, the remaining money will be left on the table. Mr. Rachal asked if, in determining the \$4.2 million of this stipend, did staff look at the remaining \$237 million coming in over a 3-year period, and Dr. Goree replied yes. Mr. Rachal asked for more information on the plans for the remaining funds. The superintendent said this has been an opportunity to gear up our top-quality curriculum for the lost learning, and everything we did in ESSR 1 and ESSR 2 will be captured in these dollars as well. He added the Board will see more as the plan unfolds, as well as in the budget process, i.e. an item by item analysis on how we are spending these dollars each year. Dr. Goree added that all of our summer programs are included in this as well as increasing the pay from \$25 to \$40 per hour for those teaching summer school. Caddo's summer initiative plan includes all students and the 9<sup>th</sup> grade Academy at all the high schools; and he reminded them that the aforementioned will be a 3-year recurring cost. Dr. Goree stated that while this is not an all-inclusive list, he looks forward to presenting this to the Board as we go through the budget process. Mr. Rachal then asked as we continue to go through these dollars if it is out of the question that this could be increased? Dr. Goree responded yes there could be some increase in the dollars as we look at what some of our realities, i.e. our summer opportunity will be great this year, but will only get better as we move into the next three summers. Mr. Rachal asked if we are looking at any additional paraprofessionals in the classrooms to help teachers. Dr. Goree responded we have not looked at additional paraprofessionals; however, we are open to look at that as we build everything. With Professional Development being paramount, the Plan includes paying teachers to participate in Professional Development, which is investing in our teachers

and preparing them for success when they go into the classroom, but it is also important to look at the recurring costs vs non-recurring costs as we spend this unusual windfall of dollars, and not create situations in three years where we do not have a sustainable plan in place. He stated that this Administration and Board has done a good job of sustaining models that we implemented, i.e. the work in the Transformation Zone, and when those Federal dollars went away, the Board was very responsive in finding ways to maintain those initiatives. Staff is attempting to make sure there is a sustainability plan, but not so sustainable that we are not dreaming big in this opportunity. Mr. Rachal stated that with an additional \$70 plus million a year, he believes spending some of these dollars for paraprofessionals would be an area we can help students and the teachers at the same time over the next three years. Dr. Goree again stressed the importance of looking at what you spend, and for example, the technology, air quality, and HVAC are non-recurring costs; but staff has been very clear on the incentives being recurring and will require annual approval by the Board.

Mrs. Bell asked about the 9/30/22 deadline for spending the ESSR 1 \$22 million; and if any money must be sent back to the State? Dr. Goree responded the \$22 million is gone, but if we had any of those dollars left, they would go back to the State; however, Mr. Howard's team with Kristi Willis, as well as Mr. Burton's team with Melissa Mainiero do a great job in tracking those dollars. Mrs. Bell asked if a retired teacher returns to the system, will they be considered a new hire and receive the \$1000 new teacher stipend? Dr. Goree responded if someone who is not a current employee comes into our school system to fulfill a teaching position, they meet all of the requirements; therefore, a retired person returning to work will receive the \$1000 signing bonus. Mrs. Bell asked if this is only for teachers and not paraprofessionals, and Dr. Goree confirmed it is just for teachers and it is important to note that we are trying to build part of this incentive plan around people in the classroom. Mrs. Bell asked staff to clarify the Teacher Demand Stipend, because she knows we need Math teachers; but if in the next four years, we are doing great in Math and Algebra, will we be able to add another area such as Science? Dr. Goree responded that staff is asking the Board for a 3-year commitment to Math because there is enough historical national data to support the need for Math teachers, especially in those critical classes and critical grade levels we have identified. However, that doesn't mean in moving forward that we will not identify a critical need in another area, but again, it could be a matter of looking at what we are willing to give up, and resources we may have access to at that time. He reminded them that at this time we have 12 vacancies and we are looking for 50 additional teachers needed for a total of 62 people we must find if we are going to be as aggressive as we can with Math. Mrs. Bell asked if all schools will be included in Caddo Gains incentive plan, and Dr. Goree said we will establish criteria very similar to the Top Gains Incentive plan. He reminded the Board that in 2018 when the state introduced the new assessment system, only "A" schools could be considered as Top Gains, but we know that while schools may not boast an A, there is incredible growth taking place for children, so we want to make sure teachers who are in situations where an "A" is not going to happen in a year (or maybe 2 or 3 years), are incentivized for the hard work and the growth of persons on those campuses as well. Mrs. Bell asked about a principal being a "Top Principal" whether it be at a magnet school or at non-magnet schools. Dr. Goree responded that this incentive will not be about the grade of the school alone, but staff is looking at other factors to consider in implementing a systematic way we can reward persons for growth and create schools where people want to work, and staff is committed to explain the rules before school begins next year.

Mr. Dixon asked if the requirements have been determined? Dr. Goree answered there is an evaluation component that most of our teachers realistically will achieve, and the criteria of highly effective or proficient is not so high that it would prevent teachers from hitting that mark. Mr. Dixon said he has been here one week and has already been inundated by teachers in the system asking if there is a plan to communicate this to teachers so there is not any misunderstanding about the incentive plan. Dr. Goree responded that he will zoom with all principals tomorrow morning upon Board approval to let them know the tools they have to go out and find the very best for our children. This will also be an opportunity for persons currently on their campus to earn additional dollars as well, and additional opportunities through Professional Development and our Summer School Program. Staff is focusing on and is committed to making sure everything is clearly communicated.

Ms. Trammel stated she wants to make sure the criteria and evaluation are set the same on every level to avoid any misunderstandings. Dr. Goree responded that what he tries to do is learn from past experiences and hopefully avoid this in moving forward in this process as well. Ms.

Trammel asked about the possibility of hiring two paraprofessionals at each site with the responsibility of relieving teachers, but not overextending our budget by hiring a lot of paraprofessionals. Dr. Goree responded he will look at this request as staff continues to move dollars and decimals around everyday.

Mr. Nations commented that he hopes our stakeholders see this as a bi-level, bi-directional investment not only in our students' academic success for the future, but also in the economic livelihood of our teachers and principals. He added while this may not be a perfect plan, it is a great step forward in our efforts to make up lost learning as well as incentivize those teachers and principals that have been on the frontlines during this pandemic.

Mr. Riall asked Dr. Goree if the funds from the CARES Act have been exhausted, and Dr. Goree said those dollars have been spent. Mr. Riall asked if electronic devices were also included in those dollars along with hand sanitizer and sanitizing machines, and Dr. Goree answered it does include all electronic devices and all of the Mifis so the families could connect to the internet. He stated that the Board gave him the authority to approve orders, and while we were buying laptops with very little idea how we would pay for them, the CARES Act was instrumental in providing much needed resources. Mr. Riall asked if the funds from the 2<sup>nd</sup> Act have been distributed? Dr. Goree responded they are not in District yet, but should be here very soon. Mr. Riall asked how we are going to spend another \$215 million, and Dr. Goree replied that even \$215 million dollars will run out, but staff is building a plan that encompasses this year and years 2 and 3. Dr. Goree stated that he has talked to several superintendents, and while they are saying just spend it and don't worry about in 3 years, he believes it is his fiscal responsibility to insure we set this system up in a way that we can continue to offer as many incentives as possible, while making sure we are fiscally responsible and prepared for the challenges at the end of those three years.

Mr. Rachal noted the scheduled outline of the Budgetary calendar and asked if the Board must wait until the budget process to receive some of this information and start having committee meetings. Dr. Goree responded that regular budget meetings will be held and will include the Federal dollars; and staff will schedule as many additional Board meetings (budget work sessions) as it needs. Dr. Goree also clarified that this will be part of our budget approval process for this year, and when the Board approves the regular budget, it will have approved almost 1/3 of that \$238 million dollars for this year. Mr. Rachal stated he would like to see the Board involved as much as possible in this process of determining where these dollars will be spent as he believes the Board members have some ideas and suggestions and would like to be a part of that conversation.

Dr. Vinson asked if the Board is voting on the entire 2.0 plan or just the recruitment plan. Dr. Goree said the Board is only voting on the Incentive Plan, the \$4.2 million to begin recruiting teachers. Dr. Vinson again asked for clarification that it is not the change in the block schedule but only for recruitment. Dr. Goree responded yes and he will present the block schedule; however, that is daily operations and not a function of the Board.

*There being no additional speakers, Ms. Trammel moved, seconded by Mrs. Bell, to approve the proposed Accelerate Caddo Incentive Plan as submitted by the Superintendent and outlined in the electronic mailout. The vote on the motion to approve the Accelerate Caddo Incentive Plan carried unanimously.*

**Adjournment.** *Ms. Green moved, seconded by Mr. Nations, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:40 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**May 4, 2021**  
**CPSB Executive Committee/Work Session**

**Members Present:** John Albritton, Jasmine Green, and Tony Nations. Also present were Dr. T. Lamar Goree, secretary, and Reggie Abrams, legal counsel. Other Board members present were Steve Riall, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Barry Rachal, and Dottie Bell. Board Member Dr. Douzart led in the prayer and Pledge of Allegiance.

**PRESENTATIONS**

Big Dreams Start Here Strategic Plan. Superintendent Goree introduced the proposed three-year Strategic Plan – Big Dreams Start Here, representing approximately 18 months of work by staff. Dr. Goree began his presentation by stating that when he came to Caddo approximately 8 years ago one of the first charges from the Board was to develop a Strategic Plan as there was not one in place. He further stated that he believes a Strategic Plan is imperative to govern the work done by a school district, and at that time, the Plan focused on student achievement, improving business practices, stakeholder engagement and trust, as well as maintaining and developing a healthy employee base. The Plan, developed as a five-year plan, is the plan that governed the work of the District for 2014 – 2020; and during that time the District saw its highest graduation rate in history (2017-18), no high schools rated “D” or “F”, stronger recruitment and retention of teachers, fewer incidents of crime in the schools, better communication, transparency and customer service; implementation of best practices, i.e. use of vacant buildings, energy savings, school maintenance, teacher vacancies, healthcare costs); and improvements in early literacy, parental engagement, and financial health. He noted that while Caddo has always acknowledged those things it has done well, the system is always open to improvement and coming off the five-year plan there was an opportunity to improve. Dr. Goree also reminded the Board that when the discussion began in January of 2020, it was more about a revamp and how we can do so quickly, taking areas that needed improvement and making sure we incorporate those in our work, as well as noting how a pandemic changed the areas of focus based on created situations and also provided a full year to develop a plan that embodies where Caddo is today as well as what Caddo needs post-pandemic to see student achievement at highest levels.

Mary Wood, director of Communications and Strategic Initiatives, shared an executive summary of the strategic plan process and plan, noting that the District Vision and Mission are unchanged, and core values and goals are expanded as defined by the Superintendent and the Board. She also brought out the importance that input from over 2,300 stakeholders played in the development of the proposed plan; and of the feedback to date, she reported staff has incorporated everything that was a common theme into the plan. Additionally, she noted environmental factors and past performance reviewed and the importance of being held accountable to the plan (the evaluation plan). Mrs. Wood also noted the dramatic change in the system over the past five years and where we were when we completed Re-Imagine Caddo – The Plan for Excellence. She said the District has become more diverse, has a growing Hispanic population, as well as an increase in the minority populations across the District. She also noted diversity numbers, and that with the recent reports of the decline in student population to 36,505, (partly due to pandemic) staff’s intention is to aggressively recruit and address this. She also brought to the Board’s attention the variety of school configurations and average age of school buildings in Caddo Parish being 75 years old. Speaking to the Plan’s environmental factors, she noted the strength in student diversity and how the District has adequately met the academic needs of the students in urban, suburban and rural environments and regardless of special needs, socio-economics, etc. She added that while students are coming to Caddo with the best they have, there are fewer students coming to Caddo prepared for Kindergarten (59% of students came to Caddo not prepared for Kindergarten), and the importance of not only being mindful of developing plans and strategies to not only address Pre-K, but also quality 0-3 programs in the community. Mrs. Wood also stated the bar at the State level is always being raised relative to guidelines on what is acceptable. She noted the continued conversations on the declining enrollment and the population shifts within the community and how to adequately address the students that over-populated in many schools and under-populated in others to make sure we have adequate programs for all. She added with declining enrollment we also see declining revenue, thus the importance of maintaining fiscal responsibility throughout the process. She noted students with a variety of needs, not only the gifted and talented, but an increase in SPED, 504 and English Language learners that must be adequately addressed. She added the stimulus funds were at the forefront as this Plan was developed, not only where the funds should go but to understand they are for a short time, and our need for sustainability as a school system. The community looked at serious offenses and asked what can be done to keep our schools safe places to learn, and Mr. Murry and his team have made great progress over the past 3 years with our students’

serious offenses decline by 39%; however, staff wants to build upon that since we saw this highlighted across focus groups as a top priority is safety in school.

Dr. Goree reiterated that we met with a diverse group of stakeholders (e.g. the Board, students, teachers, parents) so that the voice of all were reflected in the plan. He noted that in looking at the District's mission, vision and equity statement, the mission and vision were brought over directly from our previous plan, and stakeholders agreed that those statements still currently reflect what we are about as a district. He also explained that the vision statement looks 3 years ahead, while the mission statement reflects a 365-day gauge and drives decisions over the next year. Regarding the District's equity statement, he said it looks at the diverse population of students to make sure they are receiving what they need to be academically successful.

The superintendent proceeded by highlighting the following core values that drive the strategies and decisions in developing and implementing the proposed plan:

- Excellence in pursuing high quality standards in student achievement and organizational performance;
- Integrity in building positive relationships through honesty, respect, and compassion;
- Equity in fostering an environment that serves all students and promotes diversity of staff;
- Service by practicing servant leadership beginning with Central Office and permeating throughout district/schools to students; and
- Innovation in designing bold and creative strategies to reach potential and become life-long learners.

Dr. Goree continued by sharing with the Board a Theory of Action which speaks to the goals of the School System or a Performance Empowerment System of Schools (versus a School System); and as we enter into this plan, staff wants to encourage full ownership of performance, innovation and decision making, and reward schools with more autonomy when they are performing well. With next year being post-pandemic, Dr. Goree said this will be a benchmark and we will see less autonomy until performances are seen; thus staff will look for schools performing well to have more flexibility in decision making, i.e. as performance goes up, so does opportunity for more autonomy. Also, he believes we will be able to better utilize central resources and provide lower-performing schools with stronger supports when not performing well. He added it will be the goal to move all schools toward this end of having more autonomy which means they are performing well.

In highlighting the District goals, Dr. Goree began by stating that in the previous Strategic Plan, everything was divided by division, i.e. Academics, Finance, Human Resource, Community Engagement, etc.; however, goals in this plan are District goals and the work of every department is built around those goals. The following District goals were highlighted:

- Ensure achievement of high academic standards of all students;
- Develop students to successfully compete in a global society;
- Actively engage families and communities to be partners in helping students reach potential;
- Ensure efficiency, effectiveness, and high ethical standards of business practices; and Recruit, retain, and develop a high-performing diverse staff.

Mary Wood proceeded by sharing with the Board the metrics for reaching each of the proposed District goals which included:

1. Ensuring achievement of high academic standards for ALL students overall and by subgroup) by increasing the academic performance of all students by improving k-2 students' reading, increasing 3-8 students' LEAP scores (reading and math) and improving the district performance score. Staff will focus on increasing graduation rates overall and subgroup, increase performance on ACT, improve safety and school environment by decreasing the number of serious offenses and improve the school climate as defined by the survey. We will also look to improve student health by increasing access to mental and physical health services and increase student attendance.
2. In developing students to successfully compete in a global economy, she noted that all metrics will be measured overall and by subgroup as we focus on improving social and professional skills by increasing opportunities for internships and opportunities for life skills and character education; by increasing schools offering and students participating in Advanced Placement and dual enrollment, increasing the number of classes that expose students to global/cultural topics such as foreign language and fine arts, and increasing the number of students with Associates Degree upon graduation.

3. Metrics for reaching the goal of actively engaging family and community members to become partners in helping students reach their potential will include improving transparency and trust of District, increasing community partnerships in assisting with strategic priorities (number of meaningful and diverse strategic partnerships at the district and schools), increasing parental engagement (students who have a parent engaged in child's education), and improving customer service and satisfaction of external stakeholders.
4. In ensuring efficiency, effectiveness, and high ethical standards of business practices, staff recommends focus in improving the quality and timeliness of services via better delivery time of student materials/technology, higher on-time delivery of students, lower energy costs, faster reactive work order completion, better networking services and better customer experiences. Also, improve financial health of the district by spending within budget and increase the contingency reserve. We will procure in a better way allowing the district to leverage across departments, purchase in bulk and reduce costs. We will look to improve and sustain our bond rating. To increase revenue, we are calling across divisions for individuals to seek grants and for the first time we can track and measure.
5. In knowing the struggles in recruitment and retention, Caddo must improve the timeliness and efficiency of the staffing process to address vacancies throughout the year. We have a performance-based culture in our District that improves diversity and competency of staff. To give teachers and classified staff what they need to be successful, high quality professional development opportunities are available. The diversity of staff should represent students and families that we serve, as well as increase the number of certified staff members across the District. At this point, our District needs to concentrate on keeping communication lines open where employee satisfaction is concerned by continuing to improve and maintain a high-quality work environment. In doing so, staff satisfaction and retention will be higher, as well as better attendance of teachers.

Dr. Goree stated that when we spoke pre-pandemic about a 3-year strategic plan it was due to a declining population and it was necessary to regroup and redevelop our plan on a short timeline. Also in looking post-pandemic, the opportunities with the stimulus funds are directly parallel with the timing of this strategic plan, and if we begin with the end in mind we should see the following key outputs at the end of the 4<sup>th</sup> summer:

1. A system where our high-performing schools have more autonomy and decision making around what is best for their student population, but we should see triages of support for struggling schools.
2. Opportunity to hear the voice of the community and parents by creating compacts to discuss the action needed to see achievement.
3. Ensure that a system is in place to address student wellness, both mental and physical health.
4. Conversations of managing our offline facilities should continue over the next 3 years to ensure a good organization of the District buildings.
5. Commitment to continue to work towards a Parent Academy by looking at models across the country on how their work was done to create a better opportunity and educational experience for students and parents.

Mary Wood stated the various Divisions will come together with Department initiatives to reach the goals of the District. In the summer, upon Board approval and with any modifications, our Divisions and staff will begin on the calculation of the Metrics for the District goals. The charge is to develop quality baselines, and determine bold yet attainable targets. Before submitting to the Board for final approval, we will get feedback from the community. The goal is to communicate continuously how the stakeholders have helped to shape this plan. Not only has Carolyn Spaht Gonzales from CSG Consulting been instrumental in the creation of this Strategic Plan, she will be the evaluator, with internal evaluations taking place through the Superintendent's office, and each Division continuously called in to review how district goals are being met. As before, there will be a mid-year and end-year process where the Board and community are shown where we are in the Strategic Plan.

Dr. Goree thanked Carolyn Spaht Gonzales and the CSG consultant team for support as this plan was development, along with Mary Nash-Wood and the entire Caddo Team. Also, he thanked the stakeholders for their participation and feedback. Dr. Goree acknowledged while we are not a perfect school system, we know there is work to be done and he looks forward to working with the Board, stakeholders and staff to improve opportunities for children.

Mr. Riall asked for specifics in the Strategic Plan toward the career path, and Dr. Goree answered that is Goal 2, which speaks to achieving in a global economy with objectives specific to the day-to-day work that will lead directly to what the Board wants. Mr. Riall



asked are we going to be able to accept the challenges (e.g. bus routes, time, financial resources, human capital needs) in getting students to career locations? Dr. Goree said those are direct objectives we will address as we work toward meeting those goals. He noted he will give staff those matrices for building objectives to obtain those goals, and Ms. Gonzales will conduct an evaluation mid-year.

Ms. Green asked for more information on the Parent Academy and will it be in every school? Dr. Goree replied that staff will next year look at National models in urban communities (maybe bigger than Caddo but with the same racial, ethnic and social makeups) and their success and how we can replicate it to meet Caddo's needs and will report back to the Board. He stated two districts he knows of that have successful Parent Academies are Houston and Miami Dade. Ms. Green noted she has been asking for a Parent Academy in her district and would welcome a trial in one of her schools, and Dr. Goree stated that he would be looking for Board members to partner with us on some of these initiatives and create a level of ownership. She also asked about the low-performing schools receiving the strong support and how this will happen. Dr. Goree explained that in looking at the work in the Transformation Zone, staff is working on a model to expand that and increase those supports. Staff is also looking at how we can include more schools, i.e. schools with similar struggles with schools in the Transformation Zone, and he highlighted the contract for the Transformation Zone and the partnership for three years with the University of Virginia on school turnaround. In the second phase of that strategic plan, Caddo partnered with the State (Transformation Next) and implemented TAPS to address how we increase the quality of curriculum and instruction in our schools through this program. As we enter the next stage, Dr. Goree said it will be important to look at how we expand this work so more schools have opportunities to benefit from the resources and how we get to where we are sustaining these supports rather than relying on outside vendors. Ms. Green asked if this will be instruction and more support through directors, and Dr. Goree explained that the Executive Director roles will be in place; however, we will be looking at the resources available through the State on literacy to build stronger support teams in the schools. Ms. Green asked if, with the average age of Caddo's building being 75 years, administration could look at updating/remodeling/revamping some of the classrooms. Dr. Goree stated as resources are allocated, conversation is to improve classrooms and eliminate temporary buildings, as well as updating/revamping/modernizing technology for teachers.

Mrs. Bell asked that all colleges have the opportunity to offer dual credit/advanced placement courses in the high schools, and asked that the District insure diversity as staff is hired.

Mr. Little asked the District to have a formulated approach in what schools to take off line, and encouraged the Board, colleagues, and staff to think about the criteria using intellectual objectives (e.g. enrollment, capacity, facility maintenance costs, and costs to educate children). Dr. Goree stated there will be a plan around usage and management of facilities, and next year the District plans to do a demographic study that will provide necessary high-quality information. He also noted that as the District looks for a vendor to provide the study, that person will have a level of expertise with school demographic studies, along with an economic component, and staff will continue to provide the Board with information to make the quantitative side of the decision.

Ms. Trammel asked, with our educational background, how we will move toward building stronger relationships with our black students and our economically disadvantaged students? Dr. Goree noted that research shows that poverty and performance are well aligned, and over 40 of our schools have poverty rates above 90%, and when we begin to see parental involvement/support and resource increase, we will see the positive upswing our children deserve. Ms. Trammel asked how will the District make sure the community is aware of the strides made toward building stronger relationships with our students? Dr. Goree responded that from now to December staff will be diligent in their efforts to move forward in this area and share with the Board at the mid-year evaluation. Ms. Trammel asked if there is concern about graduation rate for the coming year? Dr. Goree responded there is concern, but staff is working diligently to minimize the impact to the success of our students. He noted we have opened up our schools on Fridays, encouraged families to return from virtual, and with the state approved waivers to at least maintain our graduation rate.

Mr. Rachal asked if we have ever asked the parents and students what their educational goal/purpose is in their education? Mrs. Wood responded that part of the Strategic Plan is to continuously engage our families by utilizing a parent survey twice a year to establish baselines by school, grade, and community so we can better partner with those families, noting on page 6 of the Strategic Plan that fewer students are prepared for Kindergarten each year. Mr. Rachal asked if he understood correctly there is no reason to have an Arthur Circle ECE program because we do not have all of the positions filled, and Dr. Goree verified that we have vacancies within our District PreK programs; however, staff is aggressively

working with local media outlets as well as with community partners to engage our families to send their younger children to school, and this strategic plan reflects this. Also, the state has an adopted Tier 1 Curriculum we will use in our pre school programs; and staff will continue to monitor and expand our communication efforts with our community partners/stakeholders in encouraging families to get their younger children in the schools. Mr. Rachal stated he believes if parents are not enrolling their children it is important to ask them why?

Mr. Nations congratulated all who worked to put this proposed plan together, and asked how do School Board members take the key points of the plan and clearly and effectively communicate it to constituents so they can understand, embrace and support it. Dr. Goree stated that staff's goal has been that in presenting the plan that it is easy to understand even though there is a layer of the plan that staff will do daily, which would be overwhelming, but is something staff is responsible to do. He said the Board can help by being aware of the document and sharing among constituents and stakeholders what the District is doing and the measurable outcomes we look for to measure success in moving forward. Also, he asked that the Board remember the Mission, Vision and Equity statements, Core Values and Theory of Actions as they make decisions from a leadership and budgetary perspective and how we govern the District. Mr. Nations stated that despite the challenges of the past year, he believes this plan addresses those challenges.

Mr. Dixon asked about performance autonomy correlation and what will autonomy look like, and Dr. Goree explained there will be several gauges over the next five months; and there will be those things we are not autonomous about but directives because everyone lost something during this pandemic. The District's goal next year is to do everything we can to support lost learning as well as create opportunities for advancement for children and it will be a benchmark year. He further explained that entering next school year, staff will look at those autonomies we need to give to high functioning schools and will work with principals and teachers in developing these autonomies citing examples such as specific amounts of Core instruction times that can be deviated from because of performing well, longer recess, etc. It will also create a system of reward where we provide more support in settings where performance is struggling. Mr. Dixon also asked about the timetable for stakeholder engagement, and Dr. Goree stated that the proposed plan will go live following tonight's meeting through next week (May 13<sup>th</sup>), and staff will capture input and make it a part of the plan and on Friday before the Board meeting, staff will have an updated document for the Board approval.

Dr. Douzart asked the superintendent to address how we will support students and parents from effects of the pandemic, and Dr. Goree responded that two years ago the District began training staff (including every bus driver, cafeteria worker, etc.) on Adverse Childhood Experiences and how to identify them. From there we began trauma training which supports children with those identified adverse experiences. He further stated that Caddo has partnered with a vendor around Social Emotional Learning for K-8 with a defined time set aside each week to develop those social emotional strengths in children. He noted that this continued support will be presented to the Board in the mental health initiative. Dr. Douzart said she understands there will be particular entities for students with pain, and she asked Dr. Goree to express what his presentation will include. Dr. Goree responded that the District is training staff how to support students when they are in pain, so in turn they become academically unsuccessful. With the ESSR dollars we plan to have more campuses with clinics, which is a non-recurring cost that will increase access to quality healthcare of our children. Dr. Douzart complimented the overall plan presented.

Dr. Vinson asked if our benchmarks were reached in the first plan and do any of those items need to be carried over in the proposed strategic plan. Dr. Goree replied there was an extensive wrap-up presentation of the previous plan and the things that were not accomplished in totality were included in the current plan, and he will send him a copy of that presentation. Dr. Vinson stated that the community and the Board are eager to know the plan for CTE, and Dr. Goree replied that staff will get information out.

Ms. Bell asked that District consideration be given to a career middle school, following the model of the Caddo Career Center for high school students. Dr. Goree responded that the District is working with an organization on how to improve personal graduation plans and how to take that work to as early as 6<sup>th</sup> grade and help students identify their interests and where they see themselves in the future while we remain cautious to not begin a track of children too early. Ms. Bell asked if we hired a full-time grant writer? Dr. Goree answered no. Ms. Bell asked if it would be beneficial to train teachers in grant writing? The Superintendent answered that with the grant writing done by all of the divisions in the District and with the system we have in place, comparatively to the nation, we are very successful. Because of our success, it is hard to justify one person being responsible for all grant writing, however staff will continue to look at and compare ourselves to other districts to ensure we are competitive in this area.

Mr. Rachal asked when will we have a comparison that shows we can build a new school to accommodate 2-3 schools, instead of just saying we are closing schools? Dr. Goree stated that is a conversation that begins at the horseshoe and the direction the Board sets with staff. He reminded the Board that we attempted to do exactly this in 2015, but we were not successful. The District has been busy with the schools in the Transformation Zone to improve schools and has not circled back to that, but because staff works at the direction of the Board and staff can make a presentation to the Board. Mr. Rachal asked how many Kindergarten classes are there at our elementary schools? Dr. Goree replied at least 2 and as many as 7 at the larger schools. Mr. Rachal asked why we do not have an ECE program at all schools, and Dr. Goree responded that we do with the exception of the magnet schools. Mr. Albritton added that he can submit his request to Long-Term Planning committee to consolidate and come up with a plan to facilitate this. Mr. Rachal said he will visit with Dr. Goree first.

Dr. Vinson asked for the demographics and the survey sent out. Dr. Goree responded that we did not capture any demographic information, but can provide the different groups that we met with. Dr. Vinson noted Dr. Goree's comments on autonomy for high-performing schools, and requested information for the low-performing schools. Dr. Goree said we are looking at national models as we expand our support for lower performing schools. He further stated the Board should be commended for the amount of resources allocated to lower performing schools in the past, and we are looking to expand that and take advantage of 4 summers and 3 years to insure the support is in place. Dr. Goree said that staff is working on this and will present to the Board in June. Dr. Vinson asked for performance-based funding and data support. Dr. Goree noted that teachers are paid more to work in the hard to staff schools, and we will continue to pay incentives and expand upon them. Dr. Vinson noted his support of CTE in middle schools.

Dr. Goree thanked the Board and encouraged each to send questions over the next two weeks. Dr. Goree said he will now present the plan to different groups and organizations, and shared a video staff will use to show why we do the work that we do.

### **Establish the agenda and the proposed consent agenda for the May 18, 2021 Meeting**

President Albritton highlighted items for the Board's consideration and the following discussion ensued.

8.04 Consideration of 2020-2021 General Fund Budget Revision. Mr. Rachal asked for more information. Kristi Willis explained the revision is an adjustment to the beginning balance, because we outperformed our budget last year and revenues were higher than anticipated. Mr. Rachal asked staff to provide him more supporting information.

8.08 Consideration of Beverage Agreement between Coca Cola and Captain Shreve HS. Mr. Little asked if Captain Shreve HS sought out, or did Coca Cola approach the school? Mr. Abrams replied that the contract was made and negotiated by the school. Mr. Little asked if the marquee has been approved by the MPC? Mr. Abrams stated he did not know the answer, but this agreement is the beverage agreement, not regarding the marquee. Mr. Little asked if the contract reflects the anticipated revenue for Captain Shreve? Mr. Abrams said the revenue is based on concession sales, etc. and all of the schools have a beverage contract (Pepsi versus Coca Cola). and is a school fundraiser.

8.09 Consideration of Resolution in Support of House Bill 635 of 2021 Regular Session of Louisiana Legislature. Jasmine Green asked for the Board's support of this resolution requesting that the TOPS Scholarship Program recognize credit for African American History. Mr. Little added while he is not opposed, he sees the need to add other categories/cultures that are historically underrepresented. Mr. Rachal asked Dr. Goree if we have been teaching this course and not being given credit at the State level; and Dr. Goree confirmed we do offer this course, but the State TOPS Scholarship Program does not recognize this course. Mr. Abrams explained there is a bill pending and this resolution will show the Caddo Parish School Board's support of the bill as it currently exists. Mr. Dixon asked if African American History is offered at all of the high schools, and Dr. Goree responded it is offered in 3 of our high schools. Mr. Riall asked Ms. Green if anyone has reached out to other School Boards in the state regarding their support of this Bill? Ms. Green responded that Red River and DeSoto Parish are in support, and she will reach out to other districts. Dr. Vinson asked if staff could possibly amend their schedule and travel to Baton Rouge to present to the education committee. Ms. Trammel stated that being our population is 63%, we need to make sure we are teaching our children their heritage. Mr. Abrams pointed out to the Board there is a meeting next week, but the Board will not vote on this before next week; thus, you would be acting individually.

8.11 Approval for Sale of the Approximate 2 Acre Tract. Mr. Rachal asked that staff provide him a copy of the plat and the appraisal. Mr. Little noted that this acreage is landlocked, and would serve no purpose to anyone. Mr. Riall asked if we had mineral rights and did we retain them, and Mr. Abrams responded that he would follow up.

8.12 Amend and Ratify Correction to Motion on March 23, 2021 Agenda Item on Capital Project Bid on Project 2022-755 North Highlands RTU's Deleting Boilers. Mr. Abrams explained that after reviewing this document there was not an Alternate 3 on this bid. The dollar amount is the same for the entire project.

Mr. Albritton announced that the following is the consent agenda: Items 7.01, 7.02, 7.03, 8.02, 8.03, 8.04, 8.05, 8.06, 8.07, 8.08, 8.09, 8.10, 8.11, 8.12, 13.01, 13.02. *Ms. Green moved, seconded by Mr. Nations, to approve the proposed agenda and consent agenda as presented. Vote on the motion carried.*

### **Poll Audience.**

Caitlyn Douglas voiced her concerns of diversity, trauma in classrooms, school lunches, and autonomy in the schools and encouraged the Board to make a change and listen to people; Carla Collins stated her concerns of educational disparity, lack of the offer of foreign language in all schools, and communication skills of the school system; Jackie Lansdale conveyed a message from Larry Carter, State President of Louisiana Federation of Teachers, that their organization stands in support of HB 635; Breka Peoples expressed her support to Jasmine Green and HB 635.

### **Announcements**

Jasmine Green thanked the visitors for their support for the community.

Dr. Goree reminded Board members to complete the graduation schedule at their station and give to Ms. Lohnes or Mrs. Feibel.

**Adjournment.** *Mr. Nations moved, seconded by Ms. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 7:00 p.m.*

**May 18, 2021  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little (arrived at 5:00 p.m.), Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Also present were Dr. T. Lamar Goree, Secretary, and Reggie Abrams, Board Counsel.

President John Albritton called the May 18, 2021 meeting to order and Dr. Douzart led the invocation and the Pledge of Allegiance.

**Consideration of Minutes of the April 20, 2021, April 27, 2021 and May 4, 2021 CPSB Meetings**

*Mary Trammel moved, seconded by Steve Riall, to approve the minutes of the April 20, 2021, April 27, 2021, and May 4, 2021 CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**Presentations and Recognitions**

Charnae McDonald, Assistant Director of Communications, shared a video hosted by Herndon Magnet School 8<sup>th</sup> grader, Kyrsten Thompson, that focused on recognitions and highlights in the District.

- Kyrsten Thompson, Regional Spelling Bee winner.
- Caddo Schools partnered with United Way of Northwest Louisiana to host a Month of Service with 15 schools volunteering their time and resources to collect items for 13 different nonprofits.
- Cyber.org is developing a new feeder program with Grambling State University through a grant worth \$250,000 for students at Southwood and Huntington. The goal is to address the lack of diversity in the cybersecurity workforce.
- The Class of 2021 will soon cross the stage to collect diplomas and start the next chapter of their lives. The following Valedictorians were recognized:
  - Booker T. Washington; DeCory DuJuan Johnson
  - C.E. Byrd; Cameron Bradford, Anna Clair Mackey, Katherine McCarter
  - Caddo Magnet; Henry Jones, Eshaan Tandon
  - Caddo Virtual Academy, Bailey Michelle Irion
  - Captain Shreve, Mark Ballard Raines
  - Green Oaks, Dan'sariana Ellis
  - North Caddo, Carly Parrish
  - Huntington; LaShanti Gladney
  - Northwood; Jayden Williams
  - Southwood; Nikayla Henderson
  - Woodlawn; Ilesha Prince

Luka Mikaberidze, a fifth grader finishing his last days at South Highlands Elementary School, was recognized as Louisiana Elementary Student of the Year by the Louisiana Department of Education.

Mary Nash-Wood, Director of Communications and Strategic Initiatives, thanked Board Members for their active engagement in the planning process of the Strategic Plan, and provided an overview of steps taken to solicit community feedback. She noted feedback included parents, students, teachers, administrators, and community members from across the District and added the focus was primarily on students ensuring we addressed their academic needs, as well as physical and mental wellbeing. Mrs. Wood stated stakeholders are eager to see what the District will look like after the initiatives are in place, and she highlighted the following feedback received:

- Ensure not only recruit new teachers, but retain effective teachers and provide support to our educators, including employee morale and efforts so employees know they are valued and essential to the work done.
- Student health focused more on mental health, but also called on the District to improve the quality of food service (child nutrition).
- Parental involvement comments focused on the need to be included, and requested to be involved in the process once this starts to roll out.
- Fiscal responsibility, particularly from our business community, of understanding that sustainability and working within our means be the focus to continue to make progress as a school system.

Mrs. Wood explained once feedback was received through Let's Talk, each component was evaluated and incorporated into the plan. The community and the Board were very clear of the need to ensure career and technical detail in the plan with not only increased programs and offerings, but access for students. The process included a survey of interests and a review of current offerings in alignment to workforce needs to develop a plan from the data in order to guide enrollment and placement of future programs. She added additional feedback included the value of fiscal responsibility and a reminder that there are those in the public who want to see enhancement of on-time transportation of students needed and devices in the classrooms. Mrs. Wood confirmed these are the goals staff is working toward and the individual divisions' initiatives to reach those goals.

She further noted schools are currently performing diagnostic assessments to create baseline data for students, and metrics will be developed over the summer to be presented to the Board. The plan and process for evaluation will be communicated with our stakeholders. Evaluations will be done in two manners: internally as part of the Superintendent's process of evaluating staff and externally through CSG Consulting. Mid-year and end-of -year evaluations will be conducted, with information presented to the Board and reported publicly for stakeholders.

Mr. Nations asked out of the 2300 responses received, what was truly objective and would drive this process forward? Mrs. Wood responded she will provide more details within those goals and metrics.

Mr. Rachal asked why we are not using new software to improve transparency and trust in the District? Dr. Goree answered we are waiting on the result of legislation requiring districts to use specific transparency software, and noted that the staff responded twice to the Board with staff's recommendation. If this is something the Board wishes to consider, there will be opportunities during the budget work sessions to request additional items.

Mr. Dixon asked how do we address the learning challenges for students due to violence in the home, school and community? Mrs. Wood responded the plan addresses implementation of a social emotional curriculum, trauma informed care, and adverse childcare experience training, along with mental health resources for employees available through Ochsner Health and EAP.

Ms. Trammel stated the improvement of school lunches will be a positive note for the District. Dr. Goree reminded the Board that the packaged meals served this school year were a direct result of the pandemic, and he applauded Child Nutrition for their efforts to insure the lunches met the nutritional guidelines. Ms. Trammel noted she looks forward to the success for our District as students earning Associates Degrees in high school increase.

Ms. Green stated parental involvement, along with diversity, is important in her District. When the lunch program is finalized, she asked Ms. Lynch to contact her so she can unveil the plan to her constituents.

Dr. Vinson asked if the document is complete or a draft. Ms. Wood responded there are two documents at Board Members' stations – the Strategic Plan Community Feedback and the updated Caddo Strategic Plan. Dr. Vinson asked why is the Board being asked to vote on the Strategic Plan without the matrix. Dr. Goree answered the matrix is included. He further explained after the plan is approved by the Board, staff will meet and build the operational plan as to how we will meet the matrices set by the Board. Dr. Vinson stated seeing the operational piece in the Plan would give him a better idea of the goal. Dr. Goree stated that staff will set the operational plan, and if the Board wants, we can make the Board aware of those plans. Dr. Vinson asked what is the specific plan for CTE. Dr. Goree stated it is within the operational plans that we develop after the Board approves the matrices.

Mr. Albritton asked about the public availability of the Strategic Plan and Strategic Plan Community Feedback, and Mrs. Wood responded the documents are on Board Docs and the website.

## **VISITORS**

The following visitors addressed the Board on matters of interest/concern: (1) Mr. Michael Melerine, District 4 BESE Board Member stated he looked forward to serving the District the next 2 years and that our Strategic Plan aligns with his platform. (2) Jon Glover, Shreveport, LA stated the budget draft should be available to the public, and sufficient time given to the public to peruse the budget, and noted concerns with the Strategic Plan. (3) Sheila Crosby Wimberly, Shreveport LA stated we must educate all children and asked the Board to address concerns

from the voters that elected them. (4) Jacqueline Miller, Shreveport, LA stated she is discouraged with the number of white teachers teaching black students in the Magnet schools; (5) Cedric Floyd, Kenner, LA, President of Data Center, LLC, a full-service redistricting company, shared information of the demographer service that he offers. (6) Dionne Freeman, Shreveport, LA expressed concern that virtual students are not given the equal opportunities as the traditional students regarding electives. (7) Bernard Friday, JAG Specialist and Executive Board member of Red River United asked that the Board review sales tax revenue to fund expanding the Hero Supplement, and requested LEA's be included in Teacher Advisory Council. (8) Breka Peoples, Shreveport, LA shared her concern with the diversity of schools that partnered with the Cyber Program and stated Ivy League colleges need to recruit in our black schools. She is concerned Pastors are bullying the Principals. (9) Laura Sabbath, Shreveport, LA stated she signed a contract when she enrolled her two students in magnet schools and there is a difference between magnet schools with a magnet program. She noted all students are not college bound and would benefit from leaving school with a trade.

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

Superintendent Goree highlighted items for the Board's consideration and the following discussion ensued. President Albritton announced 8.02, 8.05, 8.10 are pulled from consent and the following items are on consent: 6.01-6.03, 7.01-7.03, 8.03-8.04, 8.06-8.09, 8.11-8.12, and 13.01-13.02.

*Mr. Rachal moved, seconded by Mrs. Bell, to establish the agenda and consent agenda for the May 18, 2021 CPSB meeting as presented. Vote on the motion carried.*

## **CONFIRM THE CONSENT AGENDA**

*Mr. Rachal moved, seconded by Mr. Riall, to confirm the consent agenda. Vote on the motion carried and the following is a summary of the Board's action on the consent agenda items.*

6.01 Personnel Transactions Report (Recommendations). The Board approved the personnel recommendation(s) as recommended by the Superintendent and submitted in the electronic mailout.

6.02 Personnel Transactions Report (Resignations). The Board approved the personnel transactions report (resignations) as recommended by staff and submitted in the electronic mailout.

6.03 Requests for Leaves (Classified & Certified). The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

7.01 Bids (Purchasing). The Board approved the bid of Lee's Transmissions for Transmission Repairs (Bid 14T-21) as recommended by staff and submitted in the electronic mailout.

7.02 Bids (Disciplinary Hearing Officers). The Board approved the bid of James Mijalis of Lunn Irion Law Firm LLC for disciplinary hearing officer as recommended by staff and submitted in the electronic mailout.

7.03 Bids (Capital Projects). The Board approved the bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets: (1) Henderson Construction, Shreveport, La., with a Base Bid and Alternate 1 for the sum total of \$370,735.00 for Project 2022-253, "Creswell Restroom Renovations"; (2) Douglas Construction & Remodeling Co., Shreveport, La., with a Base Bid, for the sum total of \$247,710.00 for Project 2022-242, "Fair Park Paving Modifications & Canopy"; (3) Martin Specialty, Shreveport, La., with a Base Bid and Alternate 1, for the sum total of \$339,940.00 for Project 2022-241, "Booker T. Washington Paint Stadium Visitor Side", (4) Terry's Roofing & Sheet Metal, Bossier City, La., with a Base Bid for the sum total of \$123,380.00 for Project 2022-262, "Riverside Roofing"; (5) Terry's Roofing & Sheet Metal, Bossier City, La., with a Base Bid for the sum total of \$120,985.00 for Project 2022-256, "Caddo Magnet High School Roofing"; (6) Martin Construction, Shreveport, La., with a Base Bid for the sum total of \$220,000.00 for Project 2022-215, "Broadmoor STEM Academy Canopies"; (7) Advantage Roofing, Downsville, La., with a Base Bid, Alternate 1 and Alternate 2 for the sum total of \$276,291.00 for Project 2022-260, "Forest Hill Roofing"; and (8) Johnny's Roofing, Shreveport, La., with a Base Bid for the sum total of \$177,500.00 for Project 2022-257, "Caddo Middle Magnet Roofing". A copy of the bid tabulations is filed in the official May 18, 2021 CPSB meeting file.

8.03 Consideration of Approval of Caddo-Shreveport Sales and Use Tax Commission 2021-2022 The Board approved Caddo-Shreveport Sales and Use Tax Commission 2021-2022 budget as recommended by staff and submitted in the electronic mailout

8.04 Consideration of 2020-21 General Fund Revision. The Board approved the revision to the 2020-2021 General Fund Budget as submitted in the electronic mailout.

8.06 Consideration of 2020-2021 Child Nutrition Program Fund Budget Revision. The Board approved the revision to the 2020-2021 Child Nutrition Program Fund Budget and 2020-2021 CNP Summer Food Program Budget as submitted in the electronic mailout.

8.07 Consideration of 2020-2021 Educational Excellence Fund Budget Revision. The Board approved the revision to the 2020-2021 Educational Excellence Fund Budget as submitted in the electronic mailout.

8.08 Consideration of Beverage Agreement between Coca Cola and Captain Shreve HS. The Board approved the beverage agreement between Coca Cola and Captain Shree high School as recommended by staff and submitted in the electronic mailout.

8.09 Consideration of Resolution in Support of House Bill 635 of 2021 Regular Session of Louisiana Legislature. The Board approved the Resolution in support of House Bill 635 of 2021 Regular Session of Louisiana Legislature as submitted in the electronic mailout.

8.11 Approval for Sale of Approximate 2-Acre Tract of Land. The Board approved the sale of an approximate 2-acre tract of land as recommended by staff and submitted in the electronic mailout.

8.12 Amend and Ratify Correction to Motion on March 23, 2021 Agenda Item on Capital Project Bid on Project 2022-755-North Highlands RTU Deleting Boilers. The Board approved amending and correcting the motion of March 23,2021 CPSB meeting on Capital Project Bid 2022-755 as there was no Alternate 3 on the bid for Project 2022-755.

13.01 Student Readmission Appeal Hearings The board approved the appeals for students KM, TJ, WB and JHR as recommended by staff, and whose parents and/or probation officer are in agreement, and submitted in the electronic mailout.

13.02 Legal Update: Monica Sullivan v CPSB and Tellauance Graham – Civil Action No. 5:19-cv-100, USDC, WDLA Shreveport Division Claim #6830315 The Board approved and authorized resolution of matter in accordance with recommendation of Board Counsel.

### **PROPERTY/BUS RENTAL REQUESTS**

*Mr. Rachal moved, seconded by Ms. Trammel, to approve the requests for the long-term use of CPSB properties and or buses as recommended by staff and submitted in the electronic mailout. Vote on the motion carried with Board members Vinson and Dixon abstaining due to conflict as an employee of Southern University.*

### **Consideration of Adoption of 2021 Millage Rates**

*Mr. Rachal moved, seconded by Mrs. Bell, to approve the adoption of the following 2021 millage rates as recommended by staff and submitted in the electronic mailout.*

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2021 tax roll on all property subject to taxation by Caddo Parish School Board:

	<u>MILLAGE</u>
Constitutional Tax	7.81 mills
Operations and Maintenance	17.00 mills
Operations and Maintenance Support	11.19 mills
Technology Tax	1.27 mills
Salaries & Benefits Tax	20.46 mills
Building & Equipment Tax	6.82 mills
Renovation Tax	5.22 mills
Bond & Interest Tax	5.00 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 2021, 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. *Vote on motion carried unanimously.*

**Consideration of 2020-21 Capital Projects Fund Budget Revision**

*Mr. Rachal moved, seconded by Dottie Bell to approve the revision to the 2020-2021 Capital Projects Fund Budget as submitted in the electronic mailout. Vote on motion carried unanimously.*

**Consideration of Big Dreams Start Here Strategic Plan**

*Mr. Rachal moved, seconded by Dottie Bell, to approve the proposed Big Dreams Start Here Strategic Plan as submitted by the Superintendent and outlined in the electronic mailout. Vote on the motion carried, with Board Member Vinson opposed.*

**ANNOUNCEMENTS**

Mr. Albritton announced there are some conflicts with the July meeting and it will be discussed at the next meeting to move the meeting to July 27, 2021. He also reminded the Board that on May 25, 2021 at 2:00 p.m. there is a Budget work session, followed by Building, Grounds and Security Committee meeting at 3:00 p.m.

**Adjournment.** *Mr. Riall moved, seconded by Mrs. Bell, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:45 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**May 25, 2021**  
**CPSB Building, Grounds, and Security Committee**

**Members present** - Chair Mary Trammel, Jasmine Green, Christine Tharpe, Tony Nations and Dottie Bell. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Dr. Terrence Vinson, Dr. Bonita Douzart, Barry Rachal, John Albritton, Darrin Dixon and staff members Keith Burton, Patrick Greer, Leisa Woolfolk, Jeff Howard and Mary Wood.

Ms. Trammel called the meeting to order at approximately 3:15 p.m., and Jasmine Green led the invocation and Pledge of Allegiance.

Dr. Goree introduced Patrick Greer, chief operations officer, and Mr. Greer introduced Caddo's listing agent, Laurel Brightwell with U.L. Coleman.

Mr. Greer referenced the discussion from the April 6, 2021 meeting regarding listed properties that have not sold (market analysis, slow interest, etc.) and the opinion that the property was priced too high; thus, conversations were initiated about price reductions. With the exception of Building 6 (appraisal forthcoming), he stated we have secured the following recent appraisals.

- Alexander Learning Center listed at \$770,000; most recent appraisal \$682,000
- Barret Elementary listed at \$1,048,000; most recent appraisal \$961,000
- MJ Moore (land) listed at \$547,000; most recent appraisal \$578,900
- Building 6 listed at \$1,700,000; appraisal pending

Properties for sale by bid (Minimum bid is 85% of appraised value):

- 79<sup>th</sup> street property (land) posted on 5/4, will close on 6/3 – Minimum bid amount is \$48,195
- Timmons Elementary posted on 5/25, will close on 6/24 – Minimum bid amount \$450,500

Mr. Greer stated that in October 2020, conversation took place on track upgrades at six Caddo high schools due to their condition: Booker T. Washington, Caddo Magnet, Green Oaks, Huntington, Southwood, and Woodlawn. Based on the model at North Caddo, the estimate cost was \$150,000 per track; however, due to various factors (increase in the price of materials, diesel, and drainage issues) the estimated cost has increased to \$400,000 per track for a total of \$2.4 million to execute this project.

Mrs. Bell noted that she understood the properties could not be sold to another educational institution, and Mr. Abrams clarified that unless conditions were put on the property prior to listing, you cannot add stipulations.

Mr. Rachal questioned the increase in price of a piece of property when it did not sell at the lower price, and Mr. Greer explained that the building on Quilen was demolished and it is now only the property (land) which fronts West 70<sup>th</sup> Street. Mr. Rachal asked if any of the listings have been reduced to 80% of the appraised value, and Ms. Brightwell responded they have not. Mr. Rachal stated he would like to recommend authorizing staff to reduce the price by 10% if the property has not sold in 60 days. Ms. Brightwell stated for the sake of transparency, the selling price of the properties should start out at the appraised value.

Ms. Trammel asked why the estimates for the asphalt track upgrades have increased substantially. Mr. White stated the price of diesel has doubled since the project at North Caddo and on these tracks it is necessary to remove the existing curbs and install new curbs.

Mrs. Tharpe asked how the phases for the schools were chosen. Mr. White stated they were selected by the condition of the track. We chose Caddo Magnet High School to be Phase 2 because of no subsurface drainage which will be an extra expense.

Mr. Abrams suggested the Board approve the listing of properties at the appraised value; and if, after 3 months, the property has not sold, an update be bought to the Board.

Visitor Sally Cox, Shreveport, La., suggested the Board commission a needs assessment to determine the need for an ECE and building use for Arthur Circle and other buildings in the parish based on data rather than opinions.

*Mr. Nations moved, seconded by Ms. Green, that the Building, Grounds & Security Committee recommend to the Caddo Parish School Board that properties (Alexander, Barret, MJ Moore, and Building 6) be listed at the current appraised value and that staff and designated realtor report to the committee every 3 months if these properties are not sold with an update and recommendations. Vote on the motion carried.*

*Mrs. Tharpe moved, seconded by Mrs. Bell, that the Building, Grounds & Security Committee recommend to the Caddo Parish School Board to split the asphalt track upgrades into two phases (Summer 2021 and Summer 2022) and request a special called meeting on June 1<sup>st</sup> to consider bid for Phase One. Vote on the motion carried.*

*Mr. Nations moved, seconded by Mrs. Bell, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 4:00 p.m.*

**May 25, 2021**  
**CPSB Budget Work Session**

Members Present: Jasmine Green, Dr. Terrence Vinson, Dr. Bonita Douzart, Mary Trammel, Darrin L. Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, Dottie Bell. Also present were Dr. T. Lamar Goree, secretary, and Reginald Abrams, legal counsel.

President Albritton called the CPSB budget work session to order at approximately 2:00 p.m. and a quorum was in attendance. Dr. Bonita Douzart led the invocation and Pledge of Allegiance.

Superintendent Goree announced that today is the first of several budget work sessions in looking to approve a budget for the 2021-22 school year and asked that Board members make note of the slide numbers for quick reference in answering their questions. He also announced that a request form for additional questions/requests following today's meeting is placed at each station.

Chief Financial Officer Jeff Howard shared an overview of the General Fund revenue, with 95% coming from property tax, sales tax, and MFP money, with projections of minimal growth revenue from property tax, a slight decline in sales tax, and calculation of a 700-student decline affecting MFP dollars. He noted that the General Fund estimated revenue is \$402,947,000 and includes \$9,000,000 of ESSER indirect costs and budget expenditures of \$402,939,000, for a surplus of \$7,700.00 and an estimated ending undesignated fund balance of \$19,500,000. He stated while the budget presented is balanced, it includes \$9,000,000 in ESSER funds, funds which the District will receive for 3 years only. He noted the District has 40 special revenue funds (i.e. IDEA, Title I, CNP, Summer Feeding Program) and the largest is the ESSER funds.

Dr. Goree gave an overview of use of the ESSER funds – technology, safely reopen schools, measure and address lost learning, and evidenced based interventions to support social, emotional, and academic needs of students. As the funds are budgeted over the next three years, the four guiding points will be to recapture lost learning, accelerated learning, mitigation efforts, and improving facilities. He confirmed that for the next budget year, the District will receive ESSER IIA (\$28,000,000) and the following year ESSER IIIA (\$23,000,000) which must be used to address lost learning, and has an indirect cost estimate of \$10,000,000. He announced that the expected release date of the ESSER II funds is January 2022, and there is not a timeline for release of the ESSER III funds, and the district will develop a plan for input from stakeholders, including principals, administrators, Superintendent's Teacher and Student Advisory Councils and employee organizations.

Mr. Dixon asked what schools will be included in the school-based health clinics and the schedule for implementation? Dr. Goree responded the schools have not been selected and staff is working to open a clinic this fall at Walnut Hill. Mr. Dixon asked about the process for determining clinic locations, and Dr. Goree responded that it is based on the financial and economic needs of the community; and in working with David Raines and Christus Schumpert, it is based on areas reflecting a deficiency in quality health care. Also, when looking at Walnut Hill it was about the percentage of rural children and their accessibility to health care because of location; and accessibility and poverty will continue to be a part of these conversations. Mr. Dixon asked about the \$800,000 for two schools and are our resources leveraged by the health care center; and Dr. Goree confirmed that is correct and the District spent minimum dollars since we have worked with private donors or directly with the health care systems.

Mrs. Bell expressed her appreciation for Walnut Hill being considered as a location. She asked Mr. Howard about the allotment per student, and Mr. Howard stated approximately \$5,500, with additional dollars received for students designated as Special Education, economically disadvantaged, etc. Mrs. Bell asked that staff provide that breakdown to the Board. She also asked about the \$9 million ESSER stimulus and if it is being added to Caddo's budget, and Mr. Howard confirmed it is and the District can utilize indirect costs for anything, i.e. administration, facilities, operations, etc. as support. Dr. Goree reiterated that the Federal government estimated the cost to this system to manage this money which could include things such as paper, air, human capital, etc., and it is fair to place it in our General Fund budget since operational costs are paid from this fund. Mrs. Bell also asked about years 2 and 3 and Mr. Howard said it will be approximately the same each year. Dr. Goree also noted that the \$9 million is associated with spending \$52 million; and he complimented staff on its work to capture

quick wins without creating recurring costs for years to come after these funds are exhausted. Mrs. Bell asked if these funds can be spent for walkway coverings between T buildings, and Dr. Goree said not the \$9 million, however, it could be seen as an improvement to the facility and paid from the larger funds to be received or a capital project. Mrs. Bell asked if the program to address lost learning is the District's Summer program, and Dr. Goree confirmed it is, and includes summer school, social emotional learning, and professional development. Relative to virtual learning, she asked about the criteria for a student choosing to attend the Virtual Academy. Dr. Goree explained that if the family interest is virtual, that is an option for them; however, he stressed that he does not believe this should be the new way to deliver instruction, nor is it the most effective way to deliver k-12 instruction. Staff is meeting with every family that chooses virtual learning for their students so they understand that the level of accountability will be exactly the same as for those sitting in the classroom, which must be done if we are to see our students achieve at their most functional level. While staff is committed to this for next school year, some of the larger systems, i.e. New York City, have moved away from this as an option.

Dr. Douzart asked, relative to the summer program, and based on the summer being only a portion of the school year, if it is possible to do a carryover for those in the summer program to carry over the learning material to the beginning of school (page 16), and to give them a guide of the steps to refer to if they forget. Dr. Goree stated that the student portion of the summer program is 2 full day weeks and many of the partners are back in the District and will be offering summer programs on our campuses which will include many of the same characteristics from the social emotional space. Regarding virtual learning, she stated her belief that there may be a need to combine teaching for them. He also reminded everyone that next school year the eleven traditional programs will return to five-day instruction. Dr. Douzart commended the Superintendent for including these in the Mission and Vision statements.

Mr. Rachal asked about the decrease in royalties from \$2.6 million to \$1 million, and Mr. Howard explained that we have seen a reduction in production from most of the wells on the Carver property which is where most of this income is generated. While we will be up this year because gas prices are up, staff is being conservative because of the decline in production. Mr. Rachal noted that he believes the ESSR Funds II and III summary should be made public showing how the funds come in and how they are spent to address the impact and effects from the pandemic. He asked staff to clarify the \$62.8 million to be received since the \$52 million and \$9 million total \$61 million. Mr. Howard confirmed the \$10.8 million is an accurate amount and the \$9 million is what is budgeted and is what the District will receive in the 2021-22 fiscal year, with the remaining \$1.8 million coming after the 21-22 fiscal year. Dr. Goree added that staff is currently looking at all contracts to determine how we can utilize the resources as smart as possible, i.e. can these funds be used to pay an annual contract upfront for five years. Mr. Rachal also asked about debt service coming from the ESSER funds, approximately \$10 million; and Mr. Howard clarified that is on the facility acquisition and construction line item (HVAC and health centers).

Mrs. Tharpe asked if this money can be invested, and Mr. Howard explained the District receives this money on a reimbursement basis, so staff must present proof of funds spent to be reimbursed. She also asked about the decline in enrollment and how we will determine where the students have gone. Dr. Goree stated the District included in General Fund a true educational demographic study to see how, when and where the numbers are moving. Mrs. Tharpe asked about the \$700,000 increase in ISS Facilitator line item. Mr. Howard responded they will be full time employees, with health care and retirement. Dr. Goree explained this was a request from several board members, and the employees will be trained to deal with the behavior that landed students in ISS and alternative decisions that could have been made. Mrs. Tharpe asked why the School Resource Officer line item increased by \$1,000,000. Mr. Murry responded that the Caddo Parish Sheriff's Department requested we pay 100% of their salary and benefits rather than 50% as in the past. Additionally, the SPD/SRO's have been removed from the schools and the District replaced them with off-duty officers at the 4 high schools with 2 officers at each school – one in the morning and one in the afternoon.

Ms. Trammel asked how are we tracking the students that we are losing from the District. Dr. Goree explained staff will implement a plan to be more intentional in the tracking of our students. Ms. Trammel asked how students in the virtual model will be monitored during the upcoming school year, and they were not successful in the virtual model this school year. Dr. Goree confirmed that the principals will meet with families to reinforce expectations.

Mr. Nations stated in years to come our children and grandchildren will be repaying the funds that we have received through ESSER funds. Dr. Goree agreed that someone will have to repay these funds, possibly decades from now. Mr. Albritton stated the hope is to spend the funds on education so children will be more productive and create more gross domestic product.

Mrs. Bell asked is it possible that Louisiana would make virtual education unlawful; and Dr. Goree said there are those students that do benefit from virtual learning; however, that decision would be made at the state level.

There being no additional questions, the meeting adjourned at approximately 3:15 p.m.

**June 1, 2021**  
**CPSB Budget Work Session**

Members Present: Steve Riall, Jasmine Green, Dr. Terrence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Tony Nations, John Albritton, Dottie Bell. Also present were Dr. T. Lamar Goree, secretary, and Reginald Abrams, legal counsel.

President Albritton called the CPSB budget work session to order at approximately 2:00 p.m. and a quorum was in attendance. Mary Trammel led the invocation and Pledge of Allegiance.

2021-22 Consolidated Annual Budget. Jeff Howard summarized information shared at the previous budget work session stating the General Fund estimated revenue is \$402,947,500, with \$9,000,000 being ESSER 2A and ESSER 3A funds. He reminded the Board that while this is a balanced budget, the \$9,000,000 ESSER funds will go away after 3 years. He reported the Legislature approved a pay raise for certified staff (\$800.00) and support staff (\$400.00) as part of House Bill 1 and it has been forwarded to the Governor for his signature. At this time, this is not included in the proposed budget, but a revision will be made. Mr. Howard further reported an update on HB 38 which provides, with a cost to the district, for school board fiscal information to be accessible on the Louisiana Fiscal Transparency website known as Louisiana Checkbook. He added this Bill goes before the Senate Finance Committee today; and if passed, will require Districts (effective January 2022) to report revenues, expenses, incentives, contracts, etc. As staff is provided more information, Mr. Howard announced staff will update the Board. He also noted there are no changes to Special Revenue funds as presented last week.

Mr. Howard responded to last week's question about the MFP breakdown, explaining the base amount is \$4,015 per student and additional monies added for students considered as low income, poverty, or enrolled in CTE, SPED, Gifted/Talented bringing the average per student to \$5,500.

Mr. Howard addressed the question of using ESSER funds for facility upgrades and noted the strict stipulations for these funds. He confirmed the district can upgrade the HVAC as it is air quality related and confirmed that using ESSER funds to pay for any capital projects must be pre-approved by the state.

Mrs. Bell asked who sponsored House Bill 38, and will the District have to ask for permission for every check written? Mr. Howard responded not to that level, and we have not received the guidelines, but staff will update the Board as we receive information. Mrs. Wood responded that Mr. Rick Edmonds from Baton Rouge sponsored House Bill 38. Mrs. Bell asked if this is an additional expense for the District, and Mr. Howard answered it is.

Mrs. Bell asked if the District will serve meals through the Summer Feeding Program, and Mr. Howard confirmed it will. Dr. Goree said the District will be serving through our Summer Feeding sites, and staff will provide a list of selected sites and dates.

Mr. Little asked if funds can be used on capital improvement if it is linked directly to education, educational outcomes, leveling, etc. Mr. Howard said there are specific requirements that must be met and pre-approved by the state. Mr. Little asked if these funds could be used to create a CTE Center centralized in the parish? Dr. Goree said staff spent a considerable amount of time looking at capital improvements and additional health centers benefiting the health and well-being of our students. He further stated when we look at projects such as CTE centers, we must ask ourselves if that is the intent of these funds. The superintendent noted there will be opportunities for the Board to bring forth recommendations on how the funds are spent.

Mr. Little said that he has requested a Long-Term Planning Committee meeting to incorporate CTE into the budget, and has not received a response. Mr. Little also asked about the discussions last year relative to a pay increase for our hearing-impaired instructors, and asked if this could be included in the budget. Dr. Goree confirmed this is included.

Ms. Trammel asked if a decision has been made on the sites for the school-based health clinics, and Dr. Goree answered no, and the decision will be based on need. She also noted the benefit of the clinics and students able to remain in school by being treated on site. Ms. Trammel asked about funds left over from Capital Projects, and Dr. Goree answered yes and explained that the principals submit a list of their 3 top priorities, and staff takes this into

consideration along with available funds when deciding on the projects. Ms. Trammel stated she believes the district has a facility to house a CTE program and asked why the desire to build a new facility. Dr. Goree said staff will bring a presentation to the Board highlighting what is in place with respect to CTE, and he will speak to the President about calling a Long Term Planning Committee meeting.

Mrs. Tharpe expressed she looks forward to a committee meeting to discuss CTE in depth, and how the community views these extra funds as a large amount and their desire to see something tangible. Mrs. Tharpe asked about the possibility of the district hiring retired military as school resource officers; and Mr. Murry explained that retired military do not have the same power to enforce the law as a police officer, and the police officer brings a law enforcement presence to the campus. Mr. Abrams added the important liability issue to consider when having police officers on campus vs military personnel. Both the Sheriff and Police departments share the liability which indemnifies the District, as well as their presence on campus when an arrest is made.

Dr. Vinson asked Mr. Howard to indicate the percentage of growth or lack thereof on the bottom line item of each page, and he requested the ESSER guidelines. In response to Dr. Vinson's request for clarification of the increase in budget for ISS Facilitators, Mr. Howard responded ISS Facilitators are now full-time employees, with benefits, which is a response to the Board's direction. Dr. Vinson asked what do ISS Facilitators do? Dr. Goree stated the ISS Facilitator is the first level of the behavior consequence, with plans to provide training to assist the students in making better decisions. Dr. Vinson asked if any of the schools in District 3 submitted Capital Project requests, and Dr. Goree replied that is a requirement and staff will provide that list. Dr. Vinson reiterated that he is an advocate of CTE and encouraged staff to hold a meeting to develop a plan to bring to the Long-Term Planning Committee.

Mr. Riall asked if the salary increase in Transportation reflected in the Budget is bus drivers or Administrative staff? Mr. Howard responded there has been no increase in Administrative staff costs and the number of bus drivers has decreased.

Dr. Douzart asked if the district has a reserve account for any monies not spent. Mr. Howard responded that any funds not spent will go into the General Fund balance, which basically is a savings account and any leftover funds in Capital Projects will roll into the Capital Project reserve fund.

Mrs. Bell asked about all SPD officers being pulled from working in Caddo schools. Mr. Murry responded there are 4 full time SROs supplied to the high schools by SPD, and SPD has chosen not to exercise the contract to keep officers in those 4 high schools, citing manpower shortages; and the District has replaced those officers with off duty officers. Mrs. Bell expressed her concern about the travel for students to Career Center; and if we develop a plan for another location, it needs to be in the northern part of the district. Mrs. Bell echoed Mr. Little's request that a meeting be scheduled to discuss CTE.

Mr. Little noted that the Pelican Institute, a public policy institute based in the state, is the advocate for the fiscal transparency to eliminate fraud and abuse; and he asked the Board to agree to the "big idea" of CTE and address the logistics at a later time. He also asked Mr. Howard if upgrading bathrooms to be compliant with ADA guidelines falls within the ESSER guidelines? Mr. Howard replied staff would look at specific needs and circumstances, then request approval by the state.

Ms. Trammel reminded the Board that the "big idea" of CTE can be misleading when you push little things aside, but little ideas become big ideas when applied correctly when thinking about the costs and who will be impacted.

Mrs. Tharpe asked when will the decision be made on where ESSER funds are spent. Dr. Goree stated there is a September timeline for stakeholder conversations for future use of the funds; and he will speak to the President about calling a meeting regarding CTE conversations as soon as next week. Staff is working hard in that area and the Board needs to be aware in order to give opportunity for thoughts and opinions as we move forward.



Visitor Jackie Lansdale, President of Red River United, commented about improvement of air quality in the classroom, using ESSER funds for technology, and the \$200.00 classroom supply fund for teachers remaining in the budget.

Ms. Trammel moved, seconded by Ms. Green, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 2:53 p.m.

**June 1, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton, Jasmine Green and Tony Nations. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams and Board members Steve Riall, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:40 p.m. The invocation and Pledge of Allegiance were omitted.

**PRESENTATIONS**

**Achievement Zone.** Superintendent Goree recognized Keith Burton, chief academic officer, and Marvin Alexander, transformation and innovation officer, who shared with the board the following proposed Achievement Zone program. Mr. Burton highlighted the history of the Transformation Zone implemented in 2014 and explained how the work will continue and be expanded to additional schools under the Achievement Zone program.

Marvin Alexander thanked the Board for its continued support of the Transformation Zone's work in providing opportunities for all students to succeed and highlighted the achievements since the Transformation Zone was put into place including but not limited to eliminating long-term subs and placing qualified, certified teachers in every classroom, closing the gaps through summer programs and getting students caught up, the successful Amazing Shake program, involvement of many community partners and organizations for support, improving School Performance Scores in 10 of the 14 Zone schools between 2017 and 2019, and the two high schools improving their graduation rates and School Performance Scores. Mr. Alexander explained that in the Transformation Zone, Phases I and II were implemented, and the work will continue in Phase III which is the Achievement Zone.

Mr. Burton reiterated Mr. Alexander's update and noted that data reflects from 2012-2014 the discipline rates decreased, the arrest rates decreased from approximately 400 to 11, and attendance rates at schools increased. He stressed the importance of continuing these efforts moving into the Caddo Achievement Zone. He reminded the Board that the Transformation Zone is not going away but the name is changing and the program expanded. He highlighted the next steps in the program which include expanding the number of schools and redefining the support of Master teachers in their leadership role and each Executive Director having a team of leaders in the school to support the principals with the goal of building the expertise of the school team. He did note some of the changes, i.e. TAP changed to Caddo Gains Incentive and the package will be one where all schools target showing growth.

In summary, Mr. Burton clarified the following: the name will change to the Caddo Achievement Zone; the full TAP model will be modified; move from a school-based to district-based support model; change the TAP incentive to Caddo Gains Incentive; continued prioritized support.

Following staff's presentation, staff responded to the following questions from Board members.

John Albritton commented that he was not aware of the individual achievements made in the Transformation Zone, and the Board should be very proud of this successful program.

Jasmine Green asked about the list of schools and the Superintendent explained that over the next week staff will begin to notify principals and finalize the list by the end of next week. He reminded the Board that the work is data driven and will be based on economic need and data performance. Ms. Green asked about criteria for determining the schools because concern has been shared with her regarding doubling the number of schools which doubles the work for directors. Mr. Burton stated that we now have 2 directors that will solely work with Achievement Zone schools.

Mrs. Bell asked about who the lead contact teachers will be and are they in place, and Mr. Burton confirmed that 95% of them were Master Teachers in the Zone and staff is repurposing to better maximize their talents and also provide support to the building leader teams. Mrs. Bell also asked if this is a promotion for the lead teacher and Mr. Burton explained that their base salary is the same and the TAP incentive

added to that to equal the content salary. Mrs. Bell asked how many days will they work, and Mr. Burton said 280 days.

Mr. Little stated his belief that this program is built on facts and is geared for success, and he also believes the Amazing Shake Program can be used in many of our schools. He asked if staff had done anything different what that would have been, and Mr. Burton responded possibly integrating Amazing Shake more in the daily work at the school rather than just in time spent preparing for an Amazing Shake event. Also, one thing he would not change is the equity work done because the most important aspect in it was that it changed the adult conversations and how we use funding and resources (e.g. talent, time) as a result of the Zone work. Mr. Little also asked about the Zone working in concert with various community partners, and Dr. Goree shared they have and it was the community that funded the annual Washington, D.C. trip for the students by raising approximately \$60,000.

Mr. Dixon shared his involvement in Amazing Shake prior to becoming a Board member and also stated his excitement in the name change to the Achievement Zone. He asked staff about the schools that will be a part of this program and the criteria for a school to be a part of this program. Mr. Burton explained that in 2014 the data for the schools in the Zone indicated they had been failing for over a decade. Staff looked at similar schools and the challenges they had when determining the schools, i.e. need for qualified teachers in the classrooms, poverty. Dr. Goree also reminded the Board that the Transformation Zone Schools will remain a part of the Achievement Zone.

Ms. Trammel asked about the two high schools removed from the Transformation Zone this year and if they are now under Mr. Mainiero's leadership as director of high schools. Mr. Burton confirmed and that the District has put systems in place to make sure growth continues. Ms. Trammel also asked about what determines if there needs to be a change in the leaders, and Mr. Burton stated that staff has met with many teams and placed them on plans for improvement.

Dr. Goree stated the pay structure for the schools in the Achievement Zone will be eligible for the larger payouts for teachers and principals. Many of these schools will qualify for the target school stipend. Dr. Goree would like to compliment the Board for rewarding the principals the last 4 years for their work in those areas.

Dr. Vinson asked how many schools will each contact coach serve, and Mr. Burton said each contact coach will primarily serve 2 schools.

Dr. Douzart thanked staff for the great job they are doing.

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

Superintendent Goree highlighted items for the Board's consideration at the June 15, 2021 meeting and the following discussion ensued.

Proposed Revision to CPSB Policy CCA. Ms. Green asked staff to clarify the changes and Dr. Goree explained that the Executive Director of District Strategic Initiatives will be responsible for overseeing and tracking the work of the District Strategic Plan as well as the personnel in the Communications Department, eliminating the assistant director of communications position and only having a director of communications.

A request was made for staff to provide the Board with the calculated savings for this change.

Dr. Vinson asked if he understands this change is people neutral, and Dr. Goree confirmed yes and it will not add additional persons.

Request to Refinance General Obligation Bonds. Mr. Rachal requested staff provide an explanation of this refinance request, and Mr. Howard explained that because of interest rates it is an opportunity for the District to seek bids to refinance and save taxpayers money. Lucius McGehee echoed Mr. Howard's comments and noted there is no extension on the debt and the refinance will bring at least a 3% savings in taxpayers dollars.

Mr. Riall asked that staff provide the Board with how long Building 6 has been on the market for sale.

Property Casualty Insurance Renewals. Mr. Rachal asked how the premium compares to last year, and Mr. Howard explained it is a \$104,000 increase over last year, and while he questioned the increase it is what was seen in the quotes received and believe it is the market. Mr. Abrams noted comparisons of insurance costs to other districts in Louisiana, i.e., Jefferson Parish, and that Caddo's rates are the lowest due to the District having its own legal counsel.

Following discussion, President Albritton announced the following as consent agenda items on the June 15<sup>th</sup> agenda: 6.02, and 8.04-8.09. *Mr. Nations moved, seconded by Ms. Green, to establish the agenda and proposed consent agenda for the June 15, 2021 CPSB meeting as presented. Vote on the motion carried.*

#### **POLL AUDIENCE**

The following visitors addressed the Board: Jon Glover, availability of minutes from May 18, 2021, and May 25, 2021 meetings, not publishing visitors' comments.

#### **ANNOUNCEMENTS**

Mary Trammel commented on the success of this year's graduations.

Jasmine Green requested consideration of streaming CPSB meetings on Facebook.

Don Little expressed his appreciation to staff for the work in successful graduations.

Superintendent Goree expressed appreciation to Board members for their participation in the 2021 gradations and to Victor Mainiero and staff for their exceptional job in planning and carrying out this year's graduations.

**Adjournment.** *Ms. Green moved, seconded by Mr. Nations, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 5:56 p.m.*

**June 1, 2021**  
**CPSB Special Session**

The **Caddo Parish School Board (CPSB)** met in special session on Tuesday, June 1, 2021 at 4:30 p.m. in its offices at 1961 Midway, Shreveport, Louisiana. Board members present constituting a quorum: Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Also present were Superintendent Lamar Goree and Legal Counsel Reginald Abrams.

President Albritton called the meeting to order at approximately 4:30 p.m. and Mary Trammel led the prayer and Pledge of Allegiance.

**PERSONNEL RECOMMENDATIONS**

*Mary Trammel moved, seconded by Dottie Bell, to approve the personnel recommendation as recommended by the Superintendent and submitted in the electronic mailout. Vote on the motion carried unanimously.*

**CHANGE IN JULY CPSB MEETING DATE**

*Mary Trammel moved, seconded by Dottie Bell, to change the July CPSB meeting to July 27, 2021. Vote on the motion carried unanimously.*

**Adjournment.** *Ms. Trammel moved, seconded by Mr. Riall, to adjourn. Vote on the motion to adjourn carried unanimously and the meeting adjourned at approximately 4:40 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**June 8, 2021**  
**CPSB Budget Work Session**

Members Present: Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Christine Tharpe, John Albritton, Dottie Bell, Barry Rachal. Also present were Dr. T. Lamar Goree, secretary, and Reginald Abrams, legal counsel.

President Albritton called the CPSB budget work session to order at approximately 2:20 p.m., and a quorum was in attendance. Jasmine Green led the invocation and Pledge of Allegiance.

No visitors were present.

Dr. Goree announced this is the third budget work session, and he introduced Jeff Howard, chief financial officer.

2021-22 Consolidated Annual Budget. Jeff Howard summarized information shared at the previous budget work session. Mr. Howard further reported that House Bill 38 will go to the House today for the final vote and would require Districts (effective January 2022) to report revenues, expenses, incentives, contracts, etc. He added as more information is available, staff would update the Board. He also noted there are no changes to Special Revenue funds as presented last week.

Mr. Howard said the Long-Term Planning Committee is scheduled to meet at 2:30 today to discuss a world-class CTE Center.

In response to Mr. Riall's question at a previous meeting, he stated the Transportation Department eliminated a dispatcher position for the 21-22 fiscal year, reducing salaries by \$85,948.

Mr. Howard noted that a portion of each year's Capital Projects expenditures includes restroom renovations per ADA guidelines, with eight projects currently underway. In addition, staff recommends continuing with the established funding source and schedule to achieve ADA compliance, and he confirmed districtwide ADA compliance with elevators/vertical accessibility.

In response to the use of eco-friendly products, Mr. Howard confirmed the transition to be prohibitive due to cost and supply,

with an additional annual expense of \$872,539.20 for plates and \$220,412.79 for utensils.

Dr. Goree highlighted a recap of the budget process, including staff's work from December to May followed by Board review in May and June, and receiving input from the community. After the Board reviews and makes recommended amendments, it is followed by Board approval. Once approved, any modification would require a Board vote, noting any Board member has the right to request an item to be added to the agenda for a vote.

Mr. Rachal asked why Capital Project Millages and the Debt Service Millage were not included in the budget's general fund revenue, and Mr. Howard stated they are listed in Capital Projects and Debt Service, not General Fund.

Mr. Rachal asked for the debt service balance, and Mr. Howard said he would provide that information. Mr. Rachal asked for the exact total millage rate, and Mr. Howard stated 74.77.

Dr. Goree thanked Mr. Howard, Ms. Willis, Ms. Rachal, and Mrs. Wood for their support and dedication as we have worked through this budget process and encouraged Board members to submit any questions or suggestions as soon as possible.

Mrs. Bell thanked Dr. Goree for meeting with her to explain and proved a clear understanding of the breakdown of the ESSER funds.

Dr. Vinson asked if employees can receive services through the mental health agencies contracted in the district. Dr. Goree explained those agencies are primarily for the students, and employees are provided services through EAP.

*Mrs. Bell moved to adjourn, seconded by Ms. Green. Vote on the motion carried, and the meeting adjourned at approximately 2:53 p.m.*

**June 8, 2021**  
**CPSB Long-Term Planning & Development Committee**

**Members present** - Chair Barry Rachal, Dr. Terence Vinson, Dr. Bonita Douzart, Don Little, and Dottie Bell. Also present were Superintendent Lamar Goree, Board Attorney Reggie Abrams, and Board members Jasmine Green, John Albritton, Christine Tharpe. Board Member Darrin Dixon arrived at 4:00 p.m.

Chair Barry Rachal called the meeting to order at approximately 2:45 p.m., and a quorum of the committee was present.

The 2021 Long-Term Planning & Development Committee members were introduced as follows: Chair Barry Rachal, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, and Dottie Bell.

**Confirm the Agenda.** *On motion by Mrs. Bell, second by Mr. Little, the committee confirmed the agenda as submitted.*

**Introduction of Visitors.** Mr. Rachal introduced the following visitors: Brent Moreland, IBW International Brotherhood of Electrical Workers and Registered Apprenticeship; Ted Cox, Judicial Administrator; Andrew Randal, Jr., Assistant Director of Juvenile Services; Angie White, COO of North Louisiana Economic Partnership and oversees Talent and Workforce Initiatives; Justyn Dixon, President/CEO North Louisiana Economic Partnership; Michael Joiner, Shreveport Pipe Trades and Coordinator of Plumbing, Pipefitting, and Welding Trade School; Kyle McInnis, Managing Director at Anderson Feazel Management and President of Industrial Development Board for Caddo Parish; Craig Storer, President of Storer Equipment Company; Dr. Tim Magner, President of Greater Shreveport Chamber of Commerce.

Dr. Goree introduced Mr. Burton, and he highlighted Career and Technical Education in the District. Mr. Burton added Caddo partners with several industries to enable pathways to certifications, degrees, and a high-wage and high-demand career. He said students involved in CTE are more engaged, graduate at higher rates, and typically go on to post-secondary education.

Mr. Mainiero, executive director of high schools, stated the CTE opportunities for middle school students enable students to identify career interests and develop an educational plan for high school, post-secondary, and/or a career. The middle school CTE courses offered for high school credit include Keyboarding, Introduction to Business Computer Applications, Business Computer Applications, and Quest for Success. He explained Jump Start is a CTE program requiring students to attain an industry-based certificate to graduate high school with a student's knowledge and/or skills in a particular area being verified against a set of predetermined standards.

Danna Spires, Supervisor of Career & Technical Education, explained the funding sources for CTE: Perkins, CDF, and PV General Fund.

Kenneth Berg, principal of Caddo Career and Technology Center, noted the CC&TC is the technical and career education extension of Caddo Parish high schools and serves 11 local schools offering certification in 26 career classes. He added the CCTC Foundation awarded over \$1.3 million to CTE students to support their educational and career endeavors over the past 25 years.

Principal Annie Cherry stated North Caddo Magnet High School offers seven programs of study: Automotive Technology, Business & Entrepreneurship, Culinary Arts, Early Childhood Education, Healthcare Professions, Information Technology/Digital Media, and Welding.

Dr. Matthew Mitchell, principal of Huntington High School, noted that Huntington offers ten certifications for students and sixteen CTE courses.

Dr. Goree thanked the visitors for coming today. Mr. Little asked Ms. White how Caddo compares to other districts with students in Career and Technical Education. She stated that smaller districts have an advantage in the agricultural area, with agricultural teachers on staff, and Ms. White looks forward to Caddo expanding healthcare in the CTE program as new partnerships with our leading healthcare institutions are on the horizon. She confirmed with a district our size, Caddo is moving in the right direction.

Dr. Vinson asked Ms. White what program would she suggest Caddo expand, and she answered healthcare as it is the largest private-sector employer in our region and instructional technology. He stated that the credit for schools should be equal from an



accountability standpoint for a student attending a four-year college vs a two-year trade school.

Dr. Goree complimented Mrs. Cherry for navigating strategic spending in developing the career center at North Caddo High School.

Mr. Rachal thanked everyone for their input and stated he looks forward to future meetings regarding Career and Technical Education.

**Adjourn.** *Mrs. Bell made the motion to adjourn, seconded by Mr. Little. The motion carried and the meeting adjourned at approximately 5:00 p.m.*

## **June 15th, 2021 CPSB Meeting**

**Present:** Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Steve Riall was absent. Also present were Dr. T. Lamar Goree, superintendent, and Reggie Abrams, board counsel.

President Albritton called the June 15, 2021 CPSB meeting to order at approximately 4:30 p.m., and a quorum was present. Mary Trammel led the prayer and Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE MAY 18, 2021, MAY 25, 2021, AND JUNE 1, 2021 CPSB MEETINGS**

*Ms Trammel moved, seconded by Mr. Dixon, to approve the minutes of the May 18, 2021, May 25, 2021, and June 1, 2021, CPSB meetings as submitted in the electronic mailout. Vote on the motion carried unanimously.*

### **RECOGNITIONS**

The Board and Mr. Abrams congratulated Mrs. Richea Corbin and Ms. Debbie Lohnes on their upcoming retirement and thanked them for their service to the district and Caddo students.

Mrs. Charnaé McDonald presented a video that highlighted the return of ArtBreak in the Spring of 2022. Dr. Goree noted the district is looking forward to ArtBreak being bigger and better than ever.

Board members were recognized for efforts to complete training to provide insight into their work in public education. Accordingly, Dr. Goree and Board member Dixon presented the following board members with a certificate for professional development training from January 1-December 31, 2020 from LSBA: John Albritton 17.5 hours, Jasmine Green 15.5 hours, Dr. Terence Vinson 8.5 hours, Don Little 20.0 hours, Dr. Bonita Douzart 13.0 hours, Mary Trammel 20.0 hours, Christine Tharpe 11.5 hours, Barry Rachal 6.5 hours, Tony Nations 14.0 hours, and Dottie Bell 20.0 hours.

### **PUBLIC HEARING ON PROPOSED 2021-2022 CONSOLIDATED ANNUAL BUDGET**

TPresident Albritton announced the public hearing opened and the following visitor addressed the Board on the proposed 2021-2022 Consolidated Annual Budget: Ms. Jon Glover, Shreveport, LA, voiced her concern about how the CARES Act funds will be spent.

### **VISITORS**

The following visitors addressed the Board on matters of interest/concern: Jackie Lansdale, President of Caddo Federation of Teachers and Red River United, Shreveport, LA, recent Legislative actions about CTE and the MJ Foster Program, House Bill 680, which is an apprenticeship program giving tax incentives to the employer; Jon Glover, Shreveport, LA, the students being left behind, lack of necessary resources, and more timely conversation about the budget

## **ESTABLISH THE AGENDA**

Superintendent Goree highlighted items for the Board's consideration and requested that item 8.07 be pulled from the agenda because staff did not receive backup documentation. Mr. Albritton announced that Items 6.01-6.04, 8.01-8.02, 8.05-8.06, and 8.08-8.09 are on the consent agenda. *Mrs. Bell moved, seconded by Mrs. Tharpe, to establish the agenda and proposed consent agenda for the June 15, 2021 CPSB meeting as presented. Vote on the motion carried.*

## **CONFIRM THE CONSENT AGENDA**

*Ms. Green moved, seconded by Mr. Nations, to confirm the consent agenda. Vote on the motion carried, and the following is a summary of the consent agenda items approved by the Board.*

6.01 Personnel Recommendations – The Board approved the personnel recommendations as recommended by the superintendent and submitted in the electronic mailout.

6.02 Administrative Contract Renewal – The Board approved the administrative contract renewal as recommended by staff and submitted in the electronic mailout.

6.03 Personnel Transactions (Resignations) – The Board approved resignations as recommended by staff and submitted in the electronic mailout.

6.04 Requests for Leaves - Certified and Classified - The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

8.01 Property/Bus Rental Requests –The Board approved the requests for the long-term use of CPSB properties and or buses as recommended by staff and submitted in the electronic mailout.

8.02 2021-2022 Fiscal Year Official Journal – The Board approved *The Shreveport Times* as the official journal for the 2021-2022 fiscal year as recommended by staff and submitted in the electronic mailout.

8.05 Adopt a resolution giving preliminary approval to the issuance of General Obligation School Refunding Bonds in one or more series, of Parishwide School District of Caddo Parish, LA; making application to the State Bond Commission for approval of said bonds; and providing for other matters in connection therewith -The Board approved to adopt the following resolution giving preliminary approval to the issuance of General Obligation School Refunding Bonds in one or more series, of Parishwide School District of Caddo Parish, LA; making application to the State Bond Commission for approval of said bonds, and providing for other matters in connection therewith.

## **RESOLUTION**

A resolution giving preliminary approval to the issuance of not exceeding Six Million Five Hundred Thousand Dollars (\$6,500,000) of General Obligation School Refunding Bonds, in one or more series, 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, Parishwide School District of Caddo Parish, Louisiana (the "Issuer") has heretofore issued \$9,960,000 of General Obligation School Refunding Bonds, Series 2012, dated May 1, 2012 (the "Series 2012 Bonds"); and

WHEREAS, in order to provide debt service savings, the Issuer desires to refund all or any portion of the outstanding Series 2012 Bonds, pursuant to the provisions of Part II of Chapter 4 of Subtitle II of 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 Six Million Five Hundred Thousand Dollars (\$6,500,000) 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:

**Preliminary Approval of the Bonds.** Preliminary approval is given to the issuance of not exceeding Six Million Five Hundred Thousand Dollars (\$6,500,000) of General Obligation School Refunding Bonds (the "Bonds"), of the Issuer, to be issued for the purpose of refunding all or any portion of the Issuer's outstanding General Obligation School Refunding Bonds, Series 2012, dated May 1, 2012, and paying the costs of issuance of the Bonds, said 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 Bonds may be issued in one or more series, on a taxable or tax-exempt basis, shall bear interest at a rate or rates not to exceed three percent (3.00%) per annum, to be determined by subsequent resolution of this Governing Authority at the time of the sale of the Bonds, and shall mature no later than March 1, 2029. The Bonds shall be issued in fully registered form and shall have such additional terms and provisions as may be determined by this Governing Authority.

**Employment of Bond Counsel.** This Governing Authority finds and determines that a real necessity exists for the employment of special counsel in connection with the issuance of the Bonds, and accordingly, pursuant to the resolution adopted on August 18, 2020, Foley & Judell, L.L.P., as Bond Counsel, and Butler Snow L.L.P., as Co-Bond Counsel, are hereby employed to do and perform work of a traditional legal nature as bond counsel with respect to the issuance and sale of said Bonds. Said Bond Counsel and Co-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 opinions covering the legality of the issuance of the Bonds. The total combined fee of Bond Counsel and Co-Bond Counsel for each series of bonds shall be fixed at a sum not exceeding the fee allowed by the Attorney General's fee guidelines for such bond counsel work in connection with the issuance of revenue bonds and based on the amount of said Bonds actually issued, sold, delivered and paid for, plus "out-of-pocket" expenses, said fees to be contingent upon the issuance, sale and delivery of said Bonds. The Chief Financial Officer is hereby authorized and directed to execute, and this

Governing Authority hereby agrees to and accepts the terms of, the engagement letters of Bond Counsel and Co-Bond Counsel appended hereto. 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 Chief Financial Officer is hereby empowered and directed to provide for payment of the work herein specified upon completion thereof and under the conditions herein enumerated without further approval of this Governing Authority.

**State Bond Commission.** Application is hereby made to the State Bond Commission, Baton Rouge, Louisiana, for approval of the issuance and sale of the Bonds and for consent and authority to proceed with the issuance and sale of the Bonds as provided above, and Bond Counsel and Co-Bond Counsel are directed to make application to the State Bond Commission in accordance with the foregoing on behalf of the Governing Authority.

By virtue of applicant/issuer's application for, acceptance and utilization of the benefits of the Louisiana State Bond Commission's approval(s) resolved and set forth herein, it resolves that it understands and agrees that such approval(s) are expressly conditioned upon, and it further resolves that it understands, agrees and binds itself, its successors and assigns to, full and continuing compliance with the "State Bond Commission Policy on Approval of Proposed Use of Swaps, or other forms of Derivative Products Hedges, Etc.", adopted by the Commission on July 20, 2006, as to the borrowing(s) and other matter(s) subject to the approval(s), including subsequent application and approval under said Policy of the implementation or use of any swap(s) or other product(s) or enhancement(s) covered thereby.

**Appointment of Municipal Advisor.** The Issuer hereby retains Argent Advisors, Inc., of Ruston, Louisiana, to act as its Municipal Advisor ("MA") pursuant to the provisions of the Dodd-Frank Wall Street Reform and Consumer Protection Act and the rules promulgated thereunder by the Securities and Exchange Commission. The Issuer hereby acknowledges that it is represented by the MA and will rely upon the advice of the MA with respect to the Bonds. The fee to be paid the MA shall be payable solely from the proceeds of the Bonds when and if issued, and the amount thereof shall be subject to the approval of the State Bond Commission. The Secretary and/or Chief Financial Officer are hereby authorized and directed to execute any contract the MA may require with respect to the engagement.

**Appointment of Underwriter/Placement Agent.** Crews & Associates, Inc., of Shreveport, Louisiana (the "Underwriter"), is hereby appointed as underwriter/placement agent in connection with refunding the Series 2012 Bonds, any compensation to be subsequently approved by the Issuer and to be paid from the proceeds of the Bonds and contingent upon the issuance of the Bonds; provided that no compensation shall be due to said underwriter/placement agent unless the Bonds are sold and delivered.

**Sale of Bonds.** The Bonds are hereby authorized to be sold to the Underwriter, and the Secretary-Superintendent, President and/or Chief Financial Officer of the Governing Authority are hereby authorized to execute a Bond Purchase Agreement with the Underwriter (or a Commitment Letter, if privately placed), in form and substance satisfactory to Bond Counsel and Co-Bond Counsel to the Issuer, provided the sale of the Bonds produces minimum net present value savings (after payment of all costs) in excess of the Minimum Present Value Savings to Refund guidelines of the State Bond Commission.

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

School Board <u>Members</u>	<u>Yea</u>	<u>Nay</u>	<u>Abse</u>	<u>Abstaining</u>
Steve Riall			X	
Jasmine Green	X			
Terence Vinson	X			
Don Little	X			
Bonita Douzart	X			
Mary Trammel	X			
Darrin Dixon	X			
Christine Tharpe	X			
Barry Rachal	X			
Tony Nations	X			
John Albritton	X			
Dottie Bell	X			

And the resolution was declared adopted, on this, the 15<sup>th</sup> day of June, 2021.

/s/ Theodis Lamar Goree  
Secretary

/s/ John Albritton  
President

**8.06 Property/Casualty Insurance Renewals** – The Board approved the renewal of property/casualty insurance as recommended by staff and submitted in the electronic mailout.

**8.08 CPSB Property Listings** – The Board approved the recommendation of the Building, Grounds, and Security Committee to list the following properties at current appraised values, with staff reporting updates every three months if not sold: Alexander Learning Center \$682,000; Barret Elementary \$961,000; M.J. Moore (land) \$578,900; Building 6 - \$1,625,000.

**8.09 Battle of the Border High School Football Showcase** - The Board approved the cooperative endeavor agreement authorizing C. E. Byrd High School to participate in the 2021 Battle on the Border High School Football Showcase as recommended by staff and submitted in the electronic mailout.

**CONSIDERATION OF PROPOSED 2021-2022 CONSOLIDATED ANNUAL BUDGET**

*Ms. Trammel moved, seconded by Mr. Dixon, to approve Resolution to adopt, finalize and implement the General Fund and the Special Revenue Fund Budgets of the Caddo Parish School Board for the fiscal year beginning July 1, 2021 and ending June 30, 2022 as submitted by the superintendent and outlined in the electronic mailout. Dr. Vinson asked if, given previous discussions, were any changes made to the June 15 proposed budget from the May 21 proposed budget? Mr. Howard responded that he (Dr. Vinson) had requested that the % of budget change be included on pages 6 and 9-15, and after the first budget work session, there were changes in the*

capital outlay because of the track upgrades postponement. Dr. Goree reminded the Board and the public that we have held three public budget work sessions, and he thanked the Board for their time during this process. Dr. Douzart recommended staff present the proposed budget sooner, if possible. Also, she stated on Page 28 and 29 it reads "other uses of funds." She noted that Mr. Howard explained this well, and during next year's budget discussion, have a more detailed explanation of the "other uses of funds" for the public. *Vote on the motion carried*, with Board Member Vinson opposed.

### **CADDO PARISH SCHOOL BOARD BUDGET RESOLUTION**

A resolution adopting, finalizing and implementing the General Fund and the Special Revenue Fund Budgets of the Caddo Parish School Board for the fiscal year beginning July 1st, 2021 and ending June 30th 2022. WHEREAS, Dr. T. Lamar Goree, in his capacity as chief administrative officer of the Caddo Parish School Board prepared, with the assistance of Jeffery Howard, Chief Financial Officer, a proposed General Fund and Special Revenue Fund Budgets for the fiscal year beginning July 1st, 2021 and ending June 30th, 2022, which was accompanied by a budget adoption resolution; and

WHEREAS, the proposed General Fund and Special Revenue Fund Budgets as shown in the Consolidated Annual Budget document after the budget adoption resolution shows the revenues itemized by source and the expenditures itemized by function as required by Louisiana R.S. 39:1305; and

WHEREAS, the accompanying budget adoption resolution has been submitted to this School Board for review and consideration; and

WHEREAS, notice of a public hearing on the proposed General Fund and Special Revenue Fund Budgets, notice of the availability of the proposed budgets for review at such hearing and a general summary of the proposed budgets have been timely published in The Times; and

WHEREAS, a public hearing on the proposed General Fund and Special Revenue Fund Budgets has now been reviewed and considered; now

THEREFORE BE IT RESOLVED by the School Board that the proposed General Fund and Special Revenue Fund Budgets is hereby approved, adopted, and finalized subject to the following changes.

1. N/A
2. N/A
3. N/A

BE IT FURTHER RESOLVED, that line items in the General Fund Budget may be changed, with School Board approval, at any time during the fiscal year, provided such change is consistent with existing laws and regulations of the State of Louisiana. Any request for modification of a budgetary line item shall be approved by appropriate supervisory personnel and submitted to the superintendent for consideration.

BE IT FURTHER RESOLVED, that the Secretary-Treasurer of the School Board, Dr. T. Lamar Goree, or his successor, is hereby authorized and in his sole discretion, to make such changes within the various budget classifications in Special Revenue Budgets as he may deem necessary provided that any reallocation of funds affecting in excess of five percent (5%) of the projected revenue collections must be approved in advance by action of the School Board at a meeting duly noticed and convened.

BE IT FURTHER RESOLVED, that the superintendent of the School Board, Dr.T. Lamar Goree, or his successor, in his capacity as chief administrative officer of the School Board, is hereby directed to advise the School Board in writing when:

1. Total revenues collections & other sources plus projected revenues & other sources for the remainder of the year, within a fund are failing to meet total budgeted revenues & other sources by five percent (5%) or more.
2. Total expenditures & other uses plus projected expenditures & other uses for the remainder of the year, within a fund, are exceeding the total budgeted expenditures & other uses by five percent (5%) or more, or
3. The actual beginning fund balance, within a fund, fails to meet the estimated beginning fund balance by five percent (5%) or more, and the fund balance is being used to fund current year expenditures.

BE IT FURTHER RESOLVED that the Secretary-Treasurer of the School Board, Dr. T. Lamar Goree, or his successor, shall certify completion of all actions required by Louisiana R.S. 39:1306 by publishing a notice of the minutes of the meeting in The Times.

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

YEAS:	10
NAYS:	1
ABSTAINING:	0
ABSENT:	1

### **CONSIDERATION OF PROPOSED REVISIONS TO CPSB POLICY CCA, ALIGNED JOB DESCRIPTIONS, AND PERSONNEL RECOMMENDATIONS**

*Mr. Dixon moved, seconded by Dr. Douzart, to approve revisions to Policy CCA (organizational chart), aligned job descriptions and personnel recommendations as recommended by the superintendent, and submitted in the electronic mailout.* Mrs. Tharpe stated the main concern does not show a reduction in the budget by adding these positions. Dr. Goree agreed and said it does not show a cost reduction. It reduces people, aligns with the Rhomberg review of the job descriptions and appropriate compensations for the jobs performed. Mrs. Tharpe asked if these jobs need to be posted? He stated that eliminating a position and placing persons already in the system brings the recommendation of filling these positions. He said it is the Board's decision to approve the recommendation or to vote to post the positions. Mr. Little noted his opposition to this agenda item is not personal nor speaks to the skills and qualifications of the individuals involved. His opposition is based on an increase in the budget and the procedural process. Dr. Goree reminded the Board that he brings this item as a recommendation based on the persons currently in position. The Board does reserve the right not to approve a recommendation at any time. Vote on the motion carried, with Board Member Vinson, Board Member Little, and Board Member Tharpe opposed.



## **SUPERINTENDENT'S REPORT**

Dr. Goree announced this information is for information only.

## **ANNOUNCEMENTS**

Mr. Little requested the percentage (%) of Caddo students that graduate with Jump Start or IBC credentials. He would like to explore an intergovernmental meeting to discuss workforce development and partnering with the city and parish leadership. Mr. Little also asked for the Board to consider a Resolution expressing our support of the completion of I-49 as it will indirectly impact our district (e.g. massive job-creating enterprise, increase the tax base, logistical benefit to transport our students).

Mrs. Tharpe wished all the fathers on the Board and staff a Happy Father's Day. She also thanked Mrs. Bell for the invitation to the prayer breakfast.

Mr. Rachal requested the plexiglass guards between the stations be removed.

Mrs. Bell thanked everyone that attended the prayer breakfast.

Dr. Goree reminded the Board that the district would host an in-person Parishwide Principals' meeting on August 11, 2021, at 8:00 a.m., with the location to be determined. Also, the Caddo Parish Public School retirement celebration for Caddo 2020 and 2021 will be Thursday, July 29 at the Riverview Hall, with classified employees at 1:00 p.m. and certified employees at 3:00 p.m. Dr. Goree extended thoughts and prayers to Mr. Nations.

Ms. Green thanked Mrs. Bell for the invitation to the prayer breakfast. She also confirmed that the July Board meeting is on July 27, and asked Mr. Greer for a courtesy call when the district is approached about drilling in the MLK area.

**Adjourn.** *Ms. Trammel moved, seconded by Ms. Green, to adjourn. Vote on the motion carried. The meeting adjourned at approximately 5:37 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John L. Albritton, President

**July 27, 2021  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green (arrived at 4:40 p.m.), Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. T. Lamar Goree, Secretary, and Reggie Abrams, Board Counsel.

President John Albritton called the July 27, 2021 meeting to order, and Mr. Dixon led the invocation and the Pledge of Allegiance.

**Consideration of Minutes of the June 8, 2021, and June 15, 2021 CPSB Meetings**

*Mary Trammel moved, seconded by Darrin Dixon, to approve the minutes of the June 8, 2021, and June 15, 2021, CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**Presentations and Recognitions**

Charnaë McDonald, Director of Communications, recognized the principal at Queensborough Elementary School, Mr. Marco French, as the Louisiana Elementary Principal of the Year.

**VISITORS**

The following visitors addressed the Board on matters of interest/concern: Mr. Cedric Choyce, Red River United, expressed concern over several issues with support staff policies and his support of all students returning to school for a normal school year.

**ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA**

Superintendent Goree highlighted items for the Board's consideration, and the following discussion ensued. President Albritton announced the following items are on consent: 6.01-6.04, 7.01, 8.01, 8.03-8.05, 8.07-8.11.

*Mr. Nations moved, seconded by Ms. Trammel, to establish the agenda and consent agenda for the July 27, 2021 CPSB meeting as presented. Vote on the motion carried.*

**CONFIRM THE CONSENT AGENDA**

*Mr. Riall moved, seconded by Mr. Dixon, to confirm the consent agenda. Vote on the motion carried, and the following is a summary of the Board's action on the consent agenda items.*

6.01 Personnel (Recommendations). The Board approved the personnel recommendation(s) as recommended by the Superintendent and submitted in the electronic mailout.

6.02 Administrative Contract Renewals. The Board approved the Administrative Contracts as recommended by staff and submitted in the electronic mailout.

6.03 Requests for Leaves (Classified & Certified). The Board approved requests for leaves as recommended by staff and submitted in the electronic mailout.

6.04 Personnel Transaction Reports (Resignations). The Board approved the personnel transaction report (resignations) as recommended by staff and submitted in the electronic mailout.

7.01 Bids (Purchasing). The Board approved the following bids as submitted in the electronic mailout on the bid tabulation sheets: (1) Hiland Dairy Foods Company, LLC for the purchase of Milk & Dairy Products, Bid SFS-735-21; (2) Hiland Dairy Foods Company, LLC for the purchase of Fruit Juice, Bid SFS-736-21; (3) Flowers Baking Co for the purchase of Bread and Bread Products, Bid SFS-737-21; (4) Foodway and Santa Maria for the purchase of Canned and Frozen Foods, Bid SFS-738-21; (5) B'Gola LLC, Foodway, & Santa Maria for the purchase of Fish, Poultry, Eggs, Meat, and Specialty Items, Bid SFS-739-21; (6) Carefree Janitorial Supply, Inc. and Empire Paper Company for the purchase of Food Service Paper and Supplies, Bid SFS-740-2.

8.01 Property/Bus Rental Requests. The Board approved the requests for the use of CPSB property as recommended by staff and submitted in the electronic mailout.

8.03 Consideration to change date of December CPSB Meeting. The Board approved to change the December Board meeting from December 21, 2021, to December 14, 2021, as recommended by staff and submitted in the electronic mailout.

8.04 Approval of Department of Exceptional Children 2021-2022 Interagency Agreements and Contracts. The Board approved 2021-2022 interagency agreements and contracts for providing services to students with disabilities residing in Caddo Parish as recommended by staff and submitted in the electronic mailout.

8.05 Consideration of renewal of Youth Enrichment Program (YEP). The Board approved the renewal of the Youth Enrichment Program contract as recommended by staff and submitted in the electronic mailout.

8.07 Approval to List 79<sup>th</sup> Street Property-Land. The Board approved to list the 79th Street property with our listing agent, U.L. Coleman, at a price of \$42,525 (75% of appraised value) as recommended by staff and submitted in the electronic mailout.

8.08 Authorization of Continuation of Co-Bond Counsel-Lauren Tarver. – The Board approved Lauren Tarver to continue to serve as Co-Bond Counsel for Caddo Parish School Board at the firm of Jones Walker, LLP in lieu of the firm Mahtook & LeFleur under the terms of the previous authorization and submitted in the electronic mailout.

8.09 Approval of Caddo-Shreveport Sales and use Tax Administrator Position. The Board approved Phillip R. Jackson as the Caddo-Shreveport Sales and Use Tax Administrator as recommended by the Sales and Tax Commission Board and submitted in the electronic mailout.

8.10 Approval of Battle on the Border High School Football Showcase Agreement – The Board approved the cooperative endeavor agreement authorizing C. E. Byrd High School, Captain Shreve High School, Southwood High School, and Woodlawn High School to participate in the 2021 Battle on the Border High School Football Showcase as recommended by staff and submitted in the electronic mailout.

8.11 Approval of Position Alignment –The Board approved the position alignment of Dr. Katherine Michiels, Computer Technology and Research Specialist, from Teacher Salary Schedule Doctorate Step 19 to Administrative Salary Schedule, Grade B Step 11 as recommended by staff and submitted in the electronic mailout.

### **Consideration of Resolution in support of I-49 Inner City Connector**

*After a lengthy discussion, Mr. Riall moved, seconded by Mrs. Bell, to call for the question. Vote on the motion carried, with Board Member Green, Board Member Vinson, and Board Member Nations opposed. Mr. Little moved, seconded by Ms. Trammel, to approve the Resolution in support of I-49 Inner City Connector as submitted in the electronic mailout. Vote on the motion carried, with Board Member Green and Board Member Vinson opposed.*

### **Approval to Sell Alexander Learning Center**

*After a lengthy discussion, Mr. Riall moved, seconded by Mr. Dixon, to call for the question. Vote on the motion carried, with Board Member Green opposed. Mr. Rachal moved, seconded by Mrs. Bell, to approve staff to move forward with negotiations to sell Alexander Learning Center for \$500,000.00 as recommended by staff as submitted in the electronic mailout. Vote on the motion carried, with Board Member Nations abstaining.*

### **Executive Session**

*Mr. Dixon moved, seconded by Mr. Riall, to move to Executive Session for up to 20 minutes. Vote on the motion carried unanimously.*

### **Student Readmission Appeal Hearing**

*After a lengthy discussion, Mr. Riall moved, seconded by Mr. Rachal, to uphold the expulsion as recommended by staff as submitted in the electronic mailout. Vote on the motion failed, with Board Member Green, Board Member Vinson, Board Member Douzart, Board Member Dixon, Board Member Nations, and Board Member Bell opposed; Board Member Trammel and Board Member Little abstained. After a lengthy discussion, Mr. Rachal moved, seconded by Board Member Tharpe, to suspend the student for one semester, attend Ombudsman, and test negative before returning to school. Vote on the motion failed, with Board Member Riall, Board Member Green, Board Member Vinson, Board Member Little, Board Member Douzart, Board Member Dixon, and Board Member Albritton opposed; Board Member Trammel, Nations, and Bell abstained. After a lengthy discussion, Mr. Vinson moved, seconded by Jasmine Green, to overturn the expulsion with a standard behavior contract. Vote on the motion carried, with Board Member Albritton, Board Member Rachal, and Board Member Riall opposed; Board Member Nations and Board Member Tharpe abstained.*

## **ANNOUNCEMENTS**

Ms. Green thanked Mr. Greer for the information on the oil and gas mineral leases in her District. Mr. Riall recognized the National Spelling Bee winner from Louisiana. Mr. Dixon thanked Mr. Greer for his assistance in securing 52,000 masks from Cintas.

**Adjournment.** *Mr. Riall moved, seconded by Ms. Trammel, to adjourn. Vote on the motion carried, and the meeting adjourned at approximately 7:12 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**August 3, 2021**  
**CPSB Building, Grounds, and Security Committee**

**Members present** - Chair Mary Trammel, Jasmine Green, Christine Tharpe, Tony Nations, and Dottie Bell. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Steve Riall, John Albritton, Barry Rachal, Don Little, Dr. Bonita Douzart, and Dr. Terence Vinson.

Ms. Trammel called the meeting to order at approximately 2:03 p.m. Board Member Steve Riall led the prayer and Pledge.

**Confirm the Agenda.** *Mrs. Bell moved, seconded by Ms. Tharpe, the committee confirmed the agenda as presented.*

**Property Updates** Mr. Greer presented an update of the current property listings, including Alexander Learning Center, Barret, Building 6, and M.J. Moore. He explained that the 79<sup>th</sup> Street property and the Timmons Elementary property had been up for bid twice. He noted that staff recommends the Timmons Elementary property be listed for sale through our Realtor, U. L. Coleman, for 75% of the appraised value, which is \$400,000.00. Mr. Greer gave an update on the short-term leases of the Barret and Mooretown property and the oil and gas mineral right leases. He stated the District has eleven off-line properties – six with closed facilities, two are land only, and three with short-term usage. Board Member Tharpe shared a proposal with the committee potential tenants for the vacant Arthur Circle building, which consists of a “one-stop-shop” for the community (e.g., truancy, support, mentoring, TBRI, etc.). Ms. Trammel asked that Mrs. Tharpe have a conversation with Dr. Goree and staff to develop a presentation that would be suitable for that location.

**Visitors** None

**Recommendations** *Mrs. Bell moved, seconded by Mr. Nations, Building, Grounds, and Security Committee recommend that the Timmons Elementary property be listed for sale through our Realtor, U.L. Coleman, for \$400,000.00 (75% of the appraised value). Vote on the motion carried.*

**Adjourn.** *Mr. Nations moved, seconded by Mrs. Bell, the meeting adjourned at approximately 2:47 p.m.*

**August 3, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton, Jasmine Green, and Tony Nations. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, and Board members Steve Riall, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:40 p.m., and Board Member Tony Nations led the Invocation and Pledge of Allegiance.

**PRESENTATIONS**

Dr. Goree presented Caddo Strong Start 2.0. He stated the top priority is to safely provide in-person instruction five days a week to deliver high-quality instruction to every child. Caddo Strong Start 2.0 includes strengthened mental health support for students and staff and emphasizes static groups to ensure students receive all educational services. He noted mitigation efforts adopted were based on the latest LDOE, LDH guidance. Dr. Goree emphasized vaccines are encouraged for students and staff being the best-known protection against COVID-19. He announced students and staff would wear masks inside district sites and on school buses. He stated the district would reassess guidance every nine weeks or as appropriate in alignment with the latest guidance from the Governor's Office, LDH, and the CDC. The district would limit nonessential visitors, volunteers, and activities. He stated that cafeterias would reopen with hot meal service while maintaining static groups and social distancing. Dr. Goree reinforced that water fountains would remain closed except for bottle fillers, and students and staff are encouraged to bring water bottles from home. The district would continue with the enhanced daily cleaning and electrostatic sprayers to clean sites and buses. Dr. Goree added cleaning supplies for classrooms, and office spaces would be provided for staff, along with hand sanitizer at school sites/buses. Dr. Goree said contact tracing would continue, and buses and classrooms would have seating charts with isolation areas in place at each site. He further explained that vaccinated individuals would not be required to quarantine. Quarantine would be necessary for unvaccinated students and staff exposed to COVID-19 through close contact. Dr. Goree stated that individuals could exit quarantine through a negative COVID-19 test or the ten-day time-based strategy. Dr. Goree introduced Dr. Martha Whyte, Regional Medical Director for the LA Department of Health. Dr. Whyte shared the latest data regarding COVID-19. She stated a rapid change occurred in the last 2 1/2 weeks, going from 200 cases per day to 6,000-7,000 daily in the state. She explained that the Delta variant is more contagious and infectious and can change each time it spreads. Dr. Whyte confirmed both the vaccinated and unvaccinated should wear a mask to protect themselves and others. Dr. John Vanchiere, Director of the COVID-19 Strike Team and lead investigator of the Pfizer vaccine study at LSU Health, stated he fully supported the information that Dr. Whyte shared. He applauded Dr. Goree's Caddo Strong Start 2.0 presentation. Dr. Vanchiere agreed that the strategies implemented last year and the proposal for this school year are right on target to keep our kids safe and in school – our two top priorities. He noted that LSU Health secured the state contract for school-based testing for COVID-19 of children, students, and staff. He added this is a Federally funded program and is voluntary. Dr. Joseph Bocchini, Pediatric Infectious Disease Specialist at Willis-Knighton Health System, confirmed this would be an excellent opportunity to have an uninterrupted school year if the established protocols from last year are followed with mask-wearing, social distancing, and continued extensive cleaning of the sites. Dr. Megan Gardner, Ark-La-Tex Children's Clinic and President of Northwest Louisiana Pediatric Society, stated that she and Dr. Jennifer Cockrell, Mid-City Pediatrics and Vice President of Northwest Louisiana Pediatric Society, represent the general Pediatricians, Pediatric Subspecialist, Pediatric and Neonatal Nurse Practitioners, Pediatric Physician Assistants, and Pediatric Pharmacists of Northwest Louisiana. They commended Caddo Schools for the effort to keep students and staff safe during the pandemic. She noted they support the proposal for mitigation strategies by Dr. Goree. Dr. Gardner stated that the Northwest Louisiana Pediatric Society proposed patients two years and up wear masks, both at school and in public. She confirmed there had been a 400% increase in pediatric hospitalizations in the state of Louisiana due to COVID-19. Dr. Cockrell thanked the district for the efforts for our children during the pandemic. Mrs. Bell asked what the quarantine recommendation is for someone that is vaccinated. Dr. Vanchiere stated quarantine is not necessary if you are vaccinated unless you test positive. Mrs. Tharpe questioned how masks would keep our children safe. Dr. Cockrell said masks have proven to be effective. Dr. Whyte stated last school year that masking, distancing, static groups, and cleaning the environment proved very effective. Mr. Little complimented the medical staff for a remarkable vaccination effort. Mr. Little asked what the exit strategy plan is for the mask mandate for

children. Dr. Vanchiere said the exit strategy would depend on the virus spread in local communities. Dr. Goree stressed that the district would continue to access data daily. Dr. Vanchiere stressed this would be an opportunity for younger students to be outside three or four times a day rather than once or twice. Mr. Nations thanked the medical professionals for sharing their expertise. Mr. Nations asked if the district has to wait the full nine weeks to reassess. Dr. Goree stated, if appropriate, staff would access prior to nine weeks as he reminded the Board that our students wore masks all last year. Mr. Nations asked what the sanctions are for not wearing a mask. Dr. Goree responded sanctions would be appropriate, and staff will hold students accountable. He stated our goal is for students to come to school and receive the highest quality education possible, and today that requires a mask. Mr. Nations asked if the Delta variant is 1000x more potent than the original strain of the virus. Dr. Whyte confirmed that is correct. Mr. Rachal asked at this point what percent of teachers and staff are vaccinated. Dr. Goree answered based on our rough data approximately 37%. Mr. Rachal suggested that Dr. Whyte compose a short video for our employees. Dr. Goree stated staff is presently working on a plan for the medical professionals to attend our Professional Developments and speak to our staff. Dr. Goree said when we receive more definitive numbers, the Board would be informed of that data, along with the logistics of the Professional Developments. Mr. Rachal asked once the vaccine is approved would that make a difference. Dr. Vanchiere stated once it is removed from emergency vaccine status, the hope would be that those waiting for approval would get vaccinated. Dr. Douzart thanked everyone for the magnitude of what they have done. She stated her concern is for the Kindergarten students as they assemble together at recess and lunch. She asked us to be mindful to help the little ones remember to wear their masks and keep their nose covered. Dr. Goree said the teachers would have staff support as we keep our students in static grouping in the event of an outbreak, and we must contact trace. Dr. Douzart stated she has more than 50 years in the classroom and recommends staff be more creative to keep the students safe and healthy. Ms. Green said she needed to hear from the health care team that it is safe for our students to start school as long as they wear masks and take the proper precautions. Dr. Vanchiere stated he is very comfortable with his own children going to school with the package of mitigation strategies in place. The education of our children is too important. Dr. Bocchini agreed with Dr. Vanchiere and stated he has a second-grade grandchild in Caddo schools that participated in the two-week Accelerate Caddo program and looking forward to starting school in a couple of weeks. Ms. Green stated that if the professionals say we can start school as long as our proper precautions are in place and keep the masks on, we should be fine. Dr. Cockrell stated her children attended school last year and will attend this year. Ms. Green asked when the FDA would approve the vaccine, and Dr. Vanchiere said that the date had not been determined. He did say that the projected date is in January for the 5-11 year-old group. Ms. Green shared teachers need the reassurance that disinfectant would be provided. Dr. Goree assured the Board that supplies would be provided and reminded the Board they approved \$200.00 for teachers that could be used for cleaning supplies, if they choose. Ms. Trammel asked how we are dealing with the mental state of our children during the pandemic. Dr. Goree explained the district expanded our Social and Emotional Learning Platform for K-8 students, and staff would continue to be aware of students with adverse childhood experiences due to COVID. On the high school level, staff would continue to be aware of students when there is an outcry and identify those students using the training teachers have received. Mr. Riall asked if a yearly booster for the vaccine would be expected and will the current vaccine be suitable for the booster. Dr. Vanchiere answered the booster study is underway, and the priority is for persons over 65. Mr. Riall asked how long is the vaccine effective. Dr. Vanchiere said data showing 6- 9 months, with antibody levels dropping a few percentage points per month after 6 months. He also stated data indicates the current vaccine would be suitable for the booster. Dr. Vinson asked if a vaccinated person can contract and pass on the virus. The medical team said that is correct due to the Delta variant. Dr. Vinson asked when would the mobile labs begin circulating, and Dr. Goree said the strategic team is working on the schedule. Mr. Dixon asked what precautions are in place for large gatherings, such as football games. Dr. Vanchiere stated that would be a school district decision, and Dr. Goree reinforced we will assess this as we move forward in the school year. Dr. Goree recognized Katherine Laster, District Supervisor of Nursing, and her level of expertise throughout this pandemic has been second to none. Mrs. Tharpe asked staff to look at creative ways to make this the best school year possible, and Dr. Goree assured the Board that principals and staff are already working on this aspect. Mr. Albritton extended sincere appreciation to the doctors that spoke to us today, and appreciated the patience showed for the questions asked. Mr. Albritton called for a 10 minute recess.

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

Superintendent Goree highlighted items for the Board's consideration at the August 17, 2021 meeting, and discussion ensued.

Addition. Ms. Trammel asked that the following item be added to the agenda from the CPSB Building, Grounds and Security Committee: Recommend the Timmons Elementary property listed for sale through our Realtor, U. L. Coleman, at a price of \$400,000.00.

Addition. Ms. Bell asked that the following item be added to the agenda from the Insurance and Finance Committee: Recommend the Revision of Policy EGA.

8.05. Consideration to Revise Policy EGA. Ms. Green would like additional time for input on the revision of Policy EGA and hold from consent.

President Albritton announced that the following are the proposed consent agenda items: 8.02-8.04, and 8.06.

*Mr. Nations moved, seconded by Ms. Green, to approve the proposed agenda and consent agenda for the August 17, 2021 CPSB meeting as presented. Vote on the motion carried.*

## **POLL AUDIENCE**

The following visitors addressed the Board: Jon Glover, Shreveport, LA expressed concern about how visitor comments are recorded in the minutes; Kay Camp, Shreveport, LA expressed concern about the resolution in support of the I-49 Connector on behalf of Dorothy Wiley, President of Allendale Strong.

## **ANNOUNCEMENTS**

Mrs. Bell thanked Dr. Goree for explaining what staff is doing for the mental health of our students.

Ms. Trammel would like information on what sites have a low percentage of vaccinated employees.

**Adjournment.** *Mr. Nations moved, seconded by Ms. Green, to adjourn. Vote on the motion carried, and the meeting adjourned at approximately 5:56 p.m.*



**August 3, 2021**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Dottie Bell, Tony Nations, Dr. Terence Vinson, and Steve Riall. Also present were Superintendent Lamar Goree and Board Attorney Reggie Abrams; Board members Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Barry Rachal, Jasmine Green, and John Albritton.

Chair Dottie Bell called the meeting to order at approximately 3:00 p.m. The invocation and pledge of allegiance were done in the previous committee meeting.

**Confirm the Agenda.** *Mr. Riall moved, seconded by Mr. Nations, the committee confirmed the agenda as presented.*

**Insurance Updates.** Chief Financial Officer, Jeff Howard, presented to the Insurance and Finance Committee the recommendation to revise Policy EGA, which states benefits for an employee retiring would continue automatically unless the retiree takes action; however, only those benefits applying to retirees would continue. Director of Insurance, Lynn Hooper, announced that 2022 would be the 5<sup>th</sup> consecutive year there has not been an increase in the cost of health coverage. She summarized the insurance updates for 2022-2023 would include a vesting schedule for health and life and adjustment to the out-of-pocket maximum. There would not be a change in dental, vision, voluntary coverages, and disability. She further explained that with a vesting schedule, the employee must work for Caddo for a minimum length of time (5 years) to take benefits into retirement and stressed that the vesting schedule would only affect employees hired after April 1 2022. Mrs. Hooper added the vesting schedule would cause the loss of the plan's grandfathered status. Still, Dr. Goree confirmed that findings show the loss of the grandfathered status is reasonable, and in actuality, we would not lose anything. Mr. Nations asked if the vesting schedule recommendation would affect teacher recruitment. Dr. Goree responded that staff presented this plan early to have time to work with our associations and human resource department not to affect recruitment. Mr. Rachal asked for clarification about the percentage that the district pays for the health coverage. Mrs. Hooper explained that the percentage of district subsidy is the percentage of the district's portion, not the percentage of the total premium. Mr. Rachal stated that the increase of the out-of-pocket maximum is substantial. Mrs. Hooper explained that all co-pays would be applied toward the deductible; therefore, considerably off-setting the increase. Ms. Green reminded the committee that benefits are a significant attractant for individuals pursuing a career in education, so we must keep it appealing. Mrs. Hooper stated staff would meet with Blue Cross Blue Shield at the end of the month for recommendations and additional information brought to the committee in November. Mr. Riall asked who would be responsible for ensuring co-pays were applied to the deductible. Mrs. Hooper said the Blue Cross Blue Shield Administrative Service Provider would be accountable for maintaining this information. Mr. Howard closed by saying that the benefit would not be seen immediately with these recommendations but will benefit the health insurance fund for years to come. Mr. Albritton asked the amount of the current reserve, and Mr. Howard said over \$60 million.

**Financial Reporting 2021-2022 SY.** Mr. Howard stated that staff would begin posting the general fund financial statements monthly to the district website, along with the comprehensive annual financial report, updated millage information, and annual reports from our external auditors and other miscellaneous financial information. Dr. Goree mentioned that staff is looking for a prominent spot on the website to be user-friendly for the community to access the link. Mr. Little applauded the district for adopting transparency.

**Visitors.** Jackie Lansdale, President of Red River United, Shreveport, LA, had concerns about the recommendations regarding the insurance updates and the timing of these changes.

**Recommendations.** *Dr. Vinson moved, seconded by Mr. Nations, that the Insurance and Finance Committee recommend to revise Policy EGA, which states benefits for an employee retiring would continue automatically unless the retiree takes action; however, only those benefits applying to retirees would continue. Vote on the motion Carried.*

**Adjourn.** *Mr. Nations moved, seconded Dr. Vinson to adjourn. Vote on the motion to adjourn carried, and the meeting adjourned at approximately 4:00 p.m.*

**August 17, 2021  
CPSB Meeting**

**Members present:** Jasmine Green, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton and Dottie Bell. Also present were Dr. T. Lamar Goree, Secretary, and Reggie Abrams, Board Counsel.

President John Albritton called the August 17, 2021 meeting to order, and Mr. Dixon led the Invocation and the Pledge of Allegiance.

**Consideration of Minutes of the July 27, 2021 CPSB Meeting**

*Mary Trammel moved, seconded by Darrin Dixon, to approve the minutes of the July 27, 2021 CPSB meeting as submitted in the electronic mailout. Vote on the motion carried.*

**VISITORS**

The following visitors addressed the Board on matters of interest/concern: (1) Dock Voorhies, Shreveport, LA voiced his support for the mask mandate; (2) Paige Hoffpawir expressed that she is opposed to the mask mandate; (3) Alyna Bryski, Greenwood, LA stated she is opposed to the mask mandate for Kindergarteners; (4) Jessica Tullis, Shreveport, LA asked for the freedom to choose if her child wears a mask or not; (5) Carla Miley, Shreveport, LA stated the quarantine policy for vaccinated students vs unvaccinated students is discrimination; (6) Jayne Tappe, Shreveport, LA stated she is opposed to the mask mandate; (7) Adam Logan, Shreveport, LA stated the mask mandate is a local issue and the Board should follow what their constituents are asking; (8) Jennifer Burk, Keithville, LA stated her opposition to the mask mandate; (9) Vernell Miller, Shreveport, LA stated parents should have the choice of in-person learning or virtual; (10) Cayla Pennington, Shreveport, LA asked for a normal school year (parties, etc.) for the students, with the mask mandate and expressed her concern of the COVID Policy for the vaccinated and unvaccinated employees; (11) Breka Peoples, Shreveport, LA asked for the district to give the parents the option of virtual learning and stated she supports the mask mandate; (12) Robert Tyler, Shreveport, LA stated he supports the mask mandate and said the parents should be offered the virtual option; (13) Barbara Smith-Iverson, Shreveport, LA questioned the consequences for students that remove the mask and is concerned about administrative bullying regarding the mask and vaccine; (14) Dionne Gadson, Shreveport, LA concerned of the lack of a virtual option and supports the mask mandate; (15) Calandria Iverson, Shreveport, LA asked the Board to offer virtual learning for the students; (16) Jackie Lansdale, Red River United, Shreveport, LA thanked Dr. Goree and the Board for the presentation by the medical community at the last Board meeting, and for the willingness to stand in the gap for our students; (17) Jon Glover, Shreveport, LA expressed concern about the timeliness of the parental notification of school choice placement.

Ms. Trammel noted that all parents were not aware of the deadline to sign up for virtual learning was May 28, 2021, and asked Dr. Goree to explore options for these students, especially those with medical conditions. Dr. Goree confirmed that staff is working on a plan. Mr. Dixon asked staff how do we make other parents aware of the plan for virtual learning. Dr. Goree reiterated school staffing was based on May numbers, and staff is working diligently daily to determine in a system with 37,000 students in 55 schools where would we have teachers, due to low numbers, to shift those to expand the virtual program. He apologized that had not been communicated, but our commitment is to expand those seats.

**ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA**

Superintendent Goree highlighted items for the Board's consideration. President Albritton announced that items 6.01-6.03, 8.02-8.05, and 13.01 are on the consent agenda. *Tony Nations moved, seconded by Darrin Dixon, to establish the agenda and consent agenda for the August 17, 2021 CPSB meeting as presented. Vote on the motion carried.*

**CONFIRM THE CONSENT AGENDA**

*Mary Trammel moved, seconded by Barry Rachal, to confirm the consent agenda. Vote on the motion carried,* and the following is a summary of the Board's action on the consent agenda items.

6.01 Personnel Transactions Report (Recommendation). The Board approved the personnel recommendation as recommended by the Superintendent and submitted in the electronic mailout.

**August 17, 2021  
CPSB Meeting**

6.02 Administrative Contract Renewal. The Board approved the Administrative Contract Renewal as recommended by staff and submitted in the electronic mailout.

6.03 Personnel Transactions (Resignations). The Board approved the personnel transaction report (resignations) as recommended by staff and submitted in the electronic mailout.

8.02 Consideration of Louisiana Compliance Questionnaire. The Board approved the Louisiana Compliance Questionnaire as submitted in the electronic mailout.

8.03 Consideration of Mental Health Interagency Agreements and Contracts. The Board approved the mental health interagency agreements and contracts as recommended by staff and submitted in the electronic mailout.

8.04 Proposed Permanent Utility Servitude Summerfield. The Board approved to grant permanent utility servitude, located on the property of Summerfield Elementary School, to the City of Shreveport as recommended by staff and submitted in the electronic mailout.

8.05 Consideration to Revise Policy EGA. The Board approved the revision to Policy EGA stating that benefits for an employee retiring will continue automatically unless action is taken by the retiree; however, only those benefits applying to retirees will continue as recommended by staff and submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings. The Board approved the appeal for student LW as recommended by staff and whose parent is in agreement and submitted in the electronic mailout.

**APPROVAL TO LIST TIMMONS ELEMENTARY PROPERTY**

Mrs. Bell asked how can the District let the community know what property is for sale or lease. Mr. Rachal asked if the property could be listed on the website to let the public know. Dr. Goree replied staff would look into this further. *Dottie Bell moved, seconded by Barry Rachal, to approve Timmons Elementary property to be listed for sale through our Realtor, U.L. Coleman, at a price of \$400,000.00 as recommended by staff and submitted in the electronic mailout. Vote on the motion carried unanimously.*

**ANNOUNCEMENTS**

Mr. Albritton stated he formed an Ad Hoc Committee to review Policy BCE regarding the Board Standing Committees with Don Little to serve as chairman, and members Mary Trammel, Darrin Dixon, Christine Tharpe, and Steve Riall. All members agreed to serve on this committee. Mr. Rachal asked what was the purpose of the Ad Hoc committee. Mr. Albritton stated to review Policy BCE which deals with the operations of the standing committees of the school board.

Mrs. Bell noted that Dr. Vinson is not present due to a procedure, and asked for prayer. He stated he would be back for the next meeting.

Mrs. Trammel stated the New Teacher Induction on Monday was outstanding, and she enjoyed meeting the new teachers.

Dr. Douzart thanked the persons responsible for greeting everyone as we signed in at the Parishwide Administrators Meeting at Captain Shreve High School. The meeting was really good and her day was brightened. Mr. Albritton noted that he agreed with Dr. Douzart that the enthusiasm in the audience was outstanding.

**Adjournment.** *Jasmine Green moved, seconded by Dottie Bell, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 6:40 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**September 21, 2021  
CPSB Meeting**

**Members Present:** Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Steve Riall was absent. Also present were Dr. T. Lamar Goree, Superintendent, and Reggie Abrams, Board Counsel.

President Albritton called the September 21, 2021 CPSB meeting to order at approximately 4:30 p.m., and a quorum was present. Christine Tharpe led the prayer and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE AUGUST 3RD, 2021 AND AUGUST 17TH, 2021 CPSB MEETINGS**

*Dottie Bell moved, seconded by Darrin Dixon, to approve the minutes of August 3, 2021, and August 17, 2021, CPSB meetings as submitted in the electronic mailout. Vote on the motion carried unanimously.*

**PRESENTATIONS AND RECOGNITIONS**

Mrs. Charnae McDonald, Director of Communications, introduced Dr. Markey Pierre from LSU Health Shreveport. Dr. Pierre explained the relationship between LSU Health Shreveport and our students in science by working with our Summer Jumpstart Program. Next, a video presentation hosted by Caddo students highlighted the great things happening around our District. United Way presented a check to Caddo Schools for \$600.00 reflective of the cash donations from the Fill the Bus drive. United Way shared information regarding our upcoming annual fundraising campaign kickoff.

**Public Hearing**

Dr. Goree noted the Discipline Review Committee recommendations for Replacement of Policy JCDA- Student Behavior Policy with Policy JD-Discipline, JDD Suspension, JDE-Expulsion, JCD-Student Conduct, and Revisions to Policies JCDAB- Student Alcohol and Drug Use, JCDAC- Dangerous Weapons, Elementary Progressive Disciplinary Dispositions Grid and Middle/High School Progressive Disciplinary Dispositions Grid. Mr. Abrams, Board Counsel, explained that the changes resulted from Act 473 of the LA Legislature from 2021. He stated the intent is not to have students suspended or expelled for any infraction, and Caddo currently has a progressive discipline policy and school-wide positive support for minor infractions. He explained the Discipline Review Committee, which consists of 16 individuals that their peers vote on, met on three occasions to review the policies and changes. Mr. Albritton asked if anyone wanted to speak on the Disciplinary Policy Public Hearing. Mrs. Glover, Shreveport, LA, stated her concern was would the policies be universal across the District. There were no other visitors regarding the public hearing.

**VISITORS**

The following visitors addressed the board on matters of interest/concern: Trandi Phillips, Shreveport, LA was concerned with the mask mandate; Katie McClain, Shreveport, LA expressed concerns with the mask mandate, nutritional value of school lunches, and other health concerns; Marci Collins, Shreveport, LA was concerned with virtual learning; June Melendez was concerned with the virtual program; Jayne Tappe was concerned with mask mandate and board member duties; Brandy Pou, Shreveport, LA shared her concern with mask mandate; Chandra Baker voiced her concern with Southwood High School discipline policy; Kimberly Jones, Shreveport, LA, CARE Neighborhood Assn, was concerned with the crime in the area and stereotyping of students; Omari Ho-Sang asked the District to utilize social media for board meetings, follow-up on parent concerns, and evaluate the mental health agencies; Kingson Wills and Autumn Summers, Caddo Students representing People's Promise; Breka Peoples, Shreveport, LA had concerns regarding the situation at Southwood High School.

**ESTABLISH THE AGENDA**

Superintendent Goree highlighted items for the board's consideration. Mr. Albritton announced that Items 6.01-6.04, 7.01, 8.01-8.06, 8.08, and 13.01-13.02 are on the consent agenda. *Mrs. Trammel moved, seconded by Mr. Dixon, to establish the agenda and proposed consent agenda for the September 21, 2021 CPSB meeting as presented. Vote on the motion carried, with Mrs. Tharpe not present at vote.*

**CONFIRM THE CONSENT AGENDA**

*Ms. Green moved, seconded by Mr. Rachal, to confirm the consent agenda. Vote on the motion carried, with Mrs. Tharpe not present at vote.* The following is a summary of the consent agenda items approved by the board.

**6.01 Administrative Contract Renewal** – The Board approved the administrative contract renewal as recommended by staff and submitted in the electronic mailout.

**6.02 Personnel Transactions (Resignations)** – The Board approved resignations as recommended by staff and submitted in the electronic mailout.

6.03 Sabbatical/Catastrophic/Military Leaves (Classified & Certified) - The Board approved requests for Sabbatical/Catastrophic/Military Leaves as recommended by staff and submitted in the electronic mailout

6.04 Personnel Recommendations – The Board approved the personnel recommendations as recommended by the superintendent and submitted in the electronic mailout.

7.01 Approval of Bid for Musical Instruments – The Board approved the following Bid #03M-21 as recommended by staff and submitted in the electronic mailout on the bid tabulation sheet: Guitar Center Stores dba Music & Arts, The Band House, and Washington Music Sales Center for Musical Instruments.

8.01 Property/Bus Rental Requests –The Board approved the requests for the long-term use of CPSB properties and/or busses as recommended by staff and submitted in the electronic mailout.

8.02 Consideration of Mental Health Interagency Agreements and Contracts – The Board approved mental health interagency agreements and contracts as recommended by staff and submitted in the electronic mailout.

8.03 Consideration of Department of Exceptional Children Interagency Agreements and Contracts – The Board approved Department of Exceptional Children interagency agreements and contracts as recommended by staff and submitted in the electronic mailout.

8.04 Consideration to Approve Revision to Policy DJE – The Board approved revision of policy DJE as submitted by staff and submitted in the electronic mailout.

8.05 Adopt a resolution giving preliminary approval to the issuance of General Obligation School Refunding Bonds in one or more series, of Parishwide School District of Caddo Parish, LA; making application to the State Bond Commission for approval of said bonds; and providing for other matters in connection therewith -The Board approved to adopt the following Resolution giving preliminary approval to the issuance of General Obligation School Refunding Bonds in one or more series, of Parishwide School District of Caddo Parish, LA; making application to the State Bond Commission for approval of said bonds, and providing for other matters in connection therewith.

## **RESOLUTION**

A resolution giving preliminary approval to the issuance of not exceeding Nineteen Million Dollars (\$19,000,000) of General Obligation School Refunding Bonds, in one or more series, 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, Parishwide School District of Caddo Parish, Louisiana (the "Issuer") has heretofore issued \$15,280,000 of General Obligation School Refunding Bonds, Series 2013, dated March 6, 2013 (the "Series 2013 Bonds") and \$15,810,000 of General Obligation School Refunding Bonds, Series 2014, dated June 25, 2014 (the "Series 2014 Bonds"); and

WHEREAS, in order to provide debt service savings, the Issuer desires to refund all or any portion of the outstanding Series 2013 Bonds and Series 2014 Bonds, pursuant to the provisions of Part II of Chapter 4 of Subtitle II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority (collectively, 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 Nineteen Million Dollars (\$19,000,000) 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 Nineteen Million Dollars (\$19,000,000) of General Obligation School Refunding Bonds (the "Bonds"), of the Issuer, in one or more series, to be issued for the purpose of refunding all or any portion of the Issuer's outstanding Series 2013 Bonds and Series 2014 Bonds, and paying the costs of issuance

of the Bonds, said 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 Bonds may be issued in one or more series, on a taxable or tax-exempt basis, shall bear interest at a fixed rate or rates not to exceed five percent (5%) per annum, to be determined by subsequent Resolution of this Governing Authority at the time of the sale of the Bonds, and shall mature no later than March 1, 2031. The Bonds shall be issued in fully registered form and shall have such additional terms and provisions as may be determined by this Governing Authority.

**SECTION 2. Employment of Bond Counsel and Co-Bond Counsel.** This Governing Authority finds and determines that a real necessity exists for the employment of special counsel in connection with the issuance of the Bonds, and accordingly, Foley & Judell, L.L.P., as Bond Counsel, and Jones Walker LLP, as Co-Bond Counsel, are hereby employed to do and perform work of a traditional legal nature as bond counsel with respect to the issuance and sale of said Bonds. Said Bond Counsel and Co-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 their opinions covering the legality of the issuance of the Bonds. The total combined fee of Bond Counsel and Co-Bond Counsel for each series of the Bonds shall be fixed at a sum not exceeding the fee allowed by the Attorney General's fee guidelines for such bond counsel work in connection with the issuance of revenue bonds and based on the amount of said Bonds actually issued, sold, delivered and paid for, plus "out-of-pocket" expenses, said fees to be contingent upon the issuance, sale and delivery of said Bonds. The Chief Financial Officer is hereby authorized and directed to execute, and this Governing Authority hereby agrees to and accepts the terms of, the engagement letters of Bond Counsel and Co-Bond Counsel appended hereto. 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 Chief Financial Officer is hereby empowered and directed to provide for payment of the work herein specified upon completion thereof and under the conditions herein enumerated without further approval of this Governing Authority.

**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 Bonds and for consent and authority to proceed with the issuance and sale of the Bonds as provided above, and Bond Counsel and Co-Bond Counsel are directed to make application to the State Bond Commission in accordance with the foregoing on behalf of the Governing Authority. By virtue of applicant/issuer's application for, acceptance and utilization of the benefits of the Louisiana State Bond Commission's approval(s) resolved and set forth herein, it resolves that it understands and agrees that such approval(s) are expressly conditioned upon, and it further resolves that it understands, agrees and binds itself, its successors and assigns to, full and continuing compliance with the "State Bond Commission Policy on Approval of Proposed Use of Swaps, or other forms of Derivative Products Hedges, Etc.", adopted by the Commission on July 20, 2006, as to the borrowing(s) and other matter(s) subject to the approval(s), including subsequent application and approval under said policy of the implementation or use of any swap(s) or other product(s) or enhancement(s) covered thereby.

**SECTION 4. Appointment of Municipal Advisor.** The Issuer hereby retains Argent Advisors, Inc., of Ruston, Louisiana, to act as its Municipal Advisor ("MA") pursuant to the provisions of the Dodd-Frank Wall Street Reform and Consumer Protection Act and the rules promulgated thereunder by the Securities and Exchange Commission. The Issuer hereby acknowledges that it is represented by the MA and will rely upon the advice of the MA with respect to the Bonds. The fee to be paid the MA shall be payable solely from the proceeds of the Bonds when and if issued, and the amount thereof shall be subject to the approval of the State Bond Commission. The Secretary-Superintendent and/or Chief Financial Officer are hereby authorized and directed to execute any contract the MA may require with respect to the engagement.

**SECTION 5. Appointment of Underwriter/Placement Agent.** Raymond James & Associates, Inc., of New Orleans, Louisiana (the "Underwriter"), is hereby appointed as underwriter/placement agent in connection with the refunding of the Series 2013 Bonds and/or Series 2014 Bonds, any compensation to be subsequently approved by the Issuer and to be paid from the proceeds of the Bonds and contingent upon the issuance of the Bonds; provided that no compensation shall be due to said underwriter/placement agent unless the Bonds are sold and delivered.

**SECTION 6. Sale of Bonds.** The Bonds are hereby authorized to be sold to the Underwriter, and the Secretary-Superintendent, President and/or Chief Financial Officer of the Governing Authority are hereby authorized to execute a Bond Purchase Agreement with the Underwriter (or a Commitment Letter, if privately placed), in form and substance satisfactory to Bond Counsel and Co-Bond Counsel to the Issuer, provided the sale of the Bonds (i) is within the parameters set forth in Section 1 and (ii) produces minimum net present value savings (after payment of all costs) in excess of the Minimum Present Value Savings to Refund guidelines of the State Bond Commission.

SECTION 7. **Publication.** This Resolution, excluding the exhibits attached hereto which are available for public inspection at the office of the Issuer during regular business hours shall be published in the official journal of the Issuer.

The foregoing Resolution having been submitted to a vote, the vote thereon was as follows:

<u>School Board Members</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstaining</u>
Steve Riall	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Jasmine Green	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Terence Vinson	<u>          </u>	<u>          </u>	<u>X</u>	<u>          </u>
Don Little	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Bonita Douzart	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Mary Trammel	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Darrin Dixon	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Christine Tharpe	<u>          </u>	<u>          </u>	<u>X</u>	<u>          </u>
Barry Rachal	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Tony Nations	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
John Albritton	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Dottie Bell	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>

And the Resolution was declared adopted, on this, the 21<sup>st</sup> day of September 2021.

/s/ Theodis Lamar Goree  
Secretary

/s/ John Albritton  
President

8.06 Approval of Discipline Review Committee recommendations for Replacement of Policy JCDA- Student Behavior Policy with Policy JD-Discipline, JDD Suspension, JDE-Expulsion, JCD-Student Conduct, and Revisions to Policies JCDAB- Student Alcohol and Drug Use, JCDAC- Dangerous Weapons, Elementary Progressive Disciplinary Dispositions Grid and Middle/High School Progressive Disciplinary Dispositions Grid – The Board approved the replacement of Policy JCDA-Student Behavior Policy with Policy JD-Discipline, JDD Suspension, JDE-Expulsion, JCD-Student Conduct, and revisions to Policies JCDAB- Student Alcohol and Drug Use, JCDAC- Dangerous Weapons, Elementary Progressive Disciplinary Dispositions Grid and Middle/High School Progressive Disciplinary Dispositions Grid as recommended by the Discipline Review Committee and submitted in the electronic mailout. There was discussion to reference the Legislative Identification Information based on Board Counsel.

8.08 Revisions to Servitude of Passage at 11016 Norris Ferry Road, Shreveport, LA - The Board approved revisions to the servitude of passage at 11016 Norris Ferry Road, Shreveport, LA, as recommended by staff and submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings – The Board approved appeals for students JP, TS, MS, and RM as recommended by staff and whose parents are in agreement and submitted in the electronic mailout.

13.02 Legal update: Taylor Hall, Individually and on behalf of her minor daughter Maciee Sims vs CPSB, Civil Action No. 626018-B, Claim #7029335 and Claim #7029339 – The Board approved to authorize Resolution of matter in accordance with recommendation of Board Counsel.

**8.07 Authorize staff to issue a request for proposals for 2020 Reapportionment/Redistricting Professional Services for the Caddo Parish School Board** *Mr. Riall moved, seconded by Mr. Rachal, to approve authorization for staff to issue a Request for Proposals for 2020 Reapportionment/Redistricting Professional Services for the Caddo Parish School Board.* Mr. Riall asked if the current population figures for the districts had been received from the Census. He noted that the Bossier Parish Police Jury received their population figures weeks ago. Mr. Abrams said that is because Bossier had already hired a person to gather the data. Mr. Rachal asked for previous RFP information, and Mr. Abrams said the District had not done this previously. Mr. Rachal asked about the availability of the census numbers. Dr. Goree stated staff could provide general numbers, but not by District. He added that LSUS is the holder of the census information. Dr. Goree told Mr. Rachal to write down precisely what he would like researched, and staff would provide to the board. Ms. Green asked

how broad the District is going with the RFP services. Dr. Goree stated, and Mr. Abrams agreed that it is an open RFP. *Vote on the motion carried, with Board Member Tharpe not present to vote.*

**SUPERINTENDENT'S REPORT** Dr. Goree announced this information is for information only.

**ANNOUNCEMENTS**

Mr. Albritton announced he asked Mr. Little to move his Audit Committee Meeting to October 19, and Mr. Little agreed; Mr. Rachal thanked Dr. Goree and Mr. Nations for their response to the situation at Southwood. Ms. Green thanked the students for coming to the school board meeting. She suggested the District schedule an intergovernmental meeting. Ms. Trammel asked staff to investigate the Southwood issue shared by the parent that spoke at the meeting. Mrs. Bell asked that staff look at the policy to ensure students are at their correct school, and she congratulated Mr. Nations on his upcoming marriage. Mr. Nations thanked the board for the well-wishes for his upcoming marriage, and he will be contacting Dr. Pendleton regarding a prayer vigil. Mr. Dixon acknowledged the students for attending the board meeting and asked that staff look into the virtual concerns from the visitors. Ms. Trammel announced her church went to the Southwood campus and prayed. Dr. Goree thanked students Kingson and Autumn for attending the board meeting. He also thanked Ms. Peoples for bringing student voices into the room.

**Adjourn.** *Mrs. Trammel moved, seconded by Jasmine Green, to adjourn. Vote on the motion carried, with Mrs. Tharpe not present at vote. The meeting adjourned at approximately 6:30 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John L. Albritton, President











**September 7, 2021**  
**CPSB Ad Hoc Committee Meeting**  
Review of Policy BCE

**Members present:** Chair Don Little, Darrin Dixon, Steve Riall, Christine Tharpe, and Mary Trammel. Also present were Superintendent Lamar Goree, Board Attorney Reggie Abrams, and Board members Jasmine Green, Terence Vinson, Dr. Bonita Douzart, Barry Rachal, John Albritton.

Chair Don Little called the meeting to order at approximately 3:10 p.m., and a quorum of the committee was present.

The CPSB Ad Hoc Committee members, to review Policy BCE were introduced as follows: Chair Don Little, Darrin Dixon, Steve Riall, Christine Tharpe, and Mary Trammel.

**Confirm the Agenda.** *Ms. Trammel made the motion, and Mr. Dixon seconded. The committee confirmed the agenda as submitted.*

**Presentation of Current Policy BCE.** Chair Don Little acknowledged the minutes of the April 6, 2021, Audit Committee meeting and expressed the goal of the meeting was to refine the process of calling committee meetings and establishing the agenda. Board Counsel, Mr. Abrams, clarified the intent of the policy.

**Committee Discussion Impact/Limitations of Current Policy.** Mr. Little stated revision to policy BCE would restore democratic principles to the board and allow sovereignty as individual board members. He added that circumstances could require a committee to act independently of the school board president and the Superintendent. Mr. Abrams stated he respectfully disagreed because one board member or committee could not be the voice of the entire board. He further said all decisions are by the board, and committees only have authority when the board gives authority. Mr. Riall added any change to this policy must be in accordance with Act 1 and not interfere with the day-to-day operations of the school system. Mrs. Bell explained that Mr. Ramsey had the idea of forming standing committees because each member wanted their own agenda item. Ms. Green asked Mr. Little for a clear understanding of his position on Policy BCE. Mr. Little said the committee chair should have the ability to put an item on the agenda and call a meeting. Mr. Dixon asked Mr. Little what the process was to get the items he wanted to discuss today on the agenda. He stated he sent the agenda items to the board secretary and did not receive confirmation from the Board President or the Superintendent. Mr. Dixon asked when an item is brought up at a Board meeting could it be referred to a committee, and Mr. Abrams confirmed. Dr. Goree explained there is no written committee meeting schedule, but the audit committee and the finance committee have quarterly meetings, and transportation is on a bi-annual schedule. Staff should always communicate directly with the Committee Chair while establishing the agenda. Dr. Goree apologized to Mr. Little for not receiving confirmation of the agenda for this meeting. He further stated that the board secretary gathered the information at his directive, and he and Mr. Albritton were made aware of the agenda and moved forward. Mr. Little said there was an issue with an agenda item for the April 6 audit meeting, and Ms. Trammel raised the objection. Ms. Trammel noted she questioned whether an item had been presented to the board and the board President. She further added the issue should be brought to the board meeting, presented to the board, and ask the board to send it to the appropriate committee. Mr. Riall stated during Executive Work Session and before the agenda is confirmed, the President should ask if the Board members have anything to add to the agenda. At that time, any board member can add an item. Mr. Riall further noted the research should already be done and backup documentation available at that time. He said once it is added to the agenda, the item belongs to the board. Mr. Rachal asked Mr. Little what he wanted to see changed in the policy. Mr. Little said the policy was not applied equally. He said he wanted to see a more transparent process for agenda items to be added. He then said it takes a supermajority to add an item during a board meeting, and Mr. Abrams responded only if the committee has denied it. Mr. Rachal explained that any board member could ask for something to go on the agenda. The Board President has the right to add it or not add it, and if the Board President rejects the item, the board can overrule the President. Mr. Abrams stated policy states the chair could call a meeting with the approval of the President and the Superintendent. The intention was not to stop a meeting but to ensure the date was available for staff to attend. He further discussed a board member could raise a point of order stating an item was never assigned to the agenda, and if the point of order is not raised, it goes on the agenda. Once again, Mr. Rachal asked Mr. Little what he wanted to be changed to the existing policy. Mr. Little stated the ability for the chair to call a meeting and set the agenda provided it is within the confines of the goal of that particular committee. Mr. Albritton noted board policy, first page and 4<sup>th</sup> paragraph, stated a committee should consider only those items referred to by the school board President, the Superintendent, or other designees.

**Committee Discussion and Proposal of Solutions.** After a lengthy discussion, the consensus was to have a transparent way to add items to the agenda. The process was explained, and the reason the policy is in place. Ms. Trammel reminded the board that we work together for the good of the district.

**Visitors.** Jackie Lansdale, Red River United, encouraged the board to ensure the current standing committees were meeting the needs of everyone, including employees.

**Adjourn.** *Steve Riall moved, seconded by Mr. Dixon, to adjourn. Vote on the motion to adjourn carried, and the meeting adjourned at approximately 4:10 p.m.*

**September 7, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton, Jasmine Green, and Tony Nations. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, and Board members Steve Riall, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Barry Rachal, Darrin Dixon, and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:30 p.m., and Christine Tharpe led the Invocation and Pledge of Allegiance

**ESTABLISH AGENDA AND CONSENT AGENDA FOR September 21, 2021 CPSB MEETING**

Dr. Goree highlighted items for the board's consideration at the September 21, 2021 CPSB meeting, and the following discussion ensued.

Approval of Bid for Musical Instruments. Ms. Trammel asked what schools would receive the instruments. Ms. Scott, Director of Purchasing, said the instruments would be distributed as needed. The Music Supervisor for the district requested the bid and has the list of schools that have applied to receive the musical instruments. Mrs. Trammel asked for the list of those schools that would receive the instruments.

Consideration of Mental Health Interagency Agreements and Contracts. Ms. Green asked if the mental agencies are new companies because so many are listed. Dr. Goree stated the agreements and contracts are approved annually. He reminded the board the district has a robust process to determine which agency qualifies to work directly in schools. He added that to ensure the district can meet the needs of students, we have expanded the list to more agencies.

Consideration to approve revision to Policy DJE. Ms. Green asked Mr. Jeff Howard for further explanation. Mr. Howard noted the agenda item is to adjust the Policy to reflect amounts that the state has adjusted.

Consideration and take action with respect to adopting a resolution giving preliminary approval to the issuance of General Obligation School Refunding Bonds, in one or more series, 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. Mr. Rachal asked the Bond Attorneys to summarize the goals in refinancing the bonds. Mr. Howard reminded the board they approved refinancing our 2012 General Obligation Bonds and are asking for refinancing our 2013 and 2014 General Obligation Bonds. He introduced the municipal advisor, Mr. Lucius McGehee, Jr., and Bond Counsel, Mr. Grant Schlueter. Mr. Schlueter stated this is preliminary approval for the refinancing of the 2013 and 2014 outstanding bonds. The approval of this resolution permits the filing with the State Bond Commission to obtain approval at their October Commission meeting. He added the refinancing would be without any extension of debt, reduction of principal and interest each year, and would result in net savings directly to the property taxpayer. Mr. Rachal asked for the estimate of savings. Mr. McGehee explained the savings would be \$420,000.00 and \$280,000.00 on the 2014 tax bonds.

Approval of Discipline Review Committee Recommendations. Mrs. Bell asked for further clarification of the discipline policy revisions. Mr. Adams, Director of Attendance and Child Welfare, explained the changes recommended are based on a change in state law. Ms. Trammel asked for clarification on Policy JCDAB – Student Alcohol and Drug Use. Mr. Adams thoroughly explained the Policy. Mr. Nations asked if the district is doing everything possible to curb violence on our high school campuses. He asked everyone to be mindful of the efforts. Mr. Adams added the district has a task force with Caddo Juvenile Court, including Caddo Sheriff Department and Shreveport Police Department. Mr. Nations asked what staff is doing regarding truancy. Mr. Adams noted the district partnered with Truancy Assessment Center, and staff is addressing the issue. Dr. Goree stated parents are notified when their student is absent, and he reiterated that truancy from school is only during school hours. Mr. Rachal applauded the low expulsion rate in Caddo. Mr. Abrams explained the progressive discipline program and "school-wide positive behavior" program contribute to the low expulsion rate. Ms. Trammel asked for conflict resolution data. Mr. Adams noted he could provide the data. Mrs. Bell asked if siblings of students affected by a violent crime receive counseling, and Mr. Adams said if a Caddo student is involved, counseling services are provided to the siblings. Mrs. Bell applauded staff for the follow-up with families. Dr. Vinson asked how long

after an incident occurs does the hearing take place. Mr. Adams explained within five days, no more than ten days. He added that a SPED student does take longer due to the MDR process. Dr. Vinson commended staff for the work done. Mrs. Tharpe asked about gang violence in the schools. Mr. Adams responded that we have seen gang violence in the schools of late and are educating ourselves on the different groups to address the situation better.

President Albritton announced that the following are the proposed consent agenda: Items 6.01-6.02, 7.01, 8.01-8.06, 13.01-13.02

**Added agenda item 8.07**

Mr. Albritton proposed to add an item to the agenda "Authorizing staff to issue a request for proposals for 2020 Reapportionment/Redistricting Professional Services for the Caddo Parish School Board".

*Ms. Green, seconded by Mr. Nations, moved to approve the proposed and consent agendas for the September 21, 2021 CPSB meeting as presented. Vote on the motion carried.*

**POLL AUDIENCE**

Jon Glover, Shreveport, LA, had concerns about adding an item to the agenda without discussion and requested hard copies of today's committee meeting presentations. President Albritton confirmed she must wait until the CPSB meeting on September 21 to speak on items not on the agenda. Breka Peoples, Shreveport, LA had concerns with conflict resolution and was concerned with gang activity in the schools and guns on social media. Chris Chandler, Shreveport, LA asked that the Board Members address the email that he sent.

**ANNOUNCEMENTS**

Mr. Little thanked Human Resources for the additional research for employees to receive the Hero Supplement. He also requested dialogue with the Caddo Parish Commissioner regarding Food Forest on campuses. Mrs. Bell extended condolences to Mr. Dixon for the passing of his 100-year-old grandmother. Mrs. Bell welcomed Dr. Vinson back from having surgery. Mr. Nations appreciated the opportunity to speak at an event regarding the district. He also announced he would be getting married soon. Dr. Vinson thanked Human Resources for their due diligence on the Hero Supplement and echoed Mr. Little's comments. He also thanked the board for the calls and texts in a show of support. Ms. Green thanked Mr. Greer for the oil and gas data and asked to be informed of the demographer applicants. Ms. Trammel stated a need for Band uniforms at Woodlawn Leadership Academy. Dr. Goree responded for her to request to see where Woodlawn is in the line to receive uniforms. Mr. Rachal announced he is celebrating his 37<sup>th</sup> wedding anniversary. Mr. Dixon thanked the board for words of sympathy and support.

**Adjourn.** *Ms. Green moved, seconded by Mr. Nations, to adjourn. Vote on the motion carried, and the meeting adjourned at approximately 5:30 p.m.*



**September 7, 2021**  
**CPSB Long-Term Planning & Development Committee**

**Members present** - Chair Barry Rachal, Dr. Terence Vinson, Dr. Bonita Douzart, Don Little, and Dottie Bell. Also present were Superintendent Lamar Goree, Board Attorney Reggie Abrams, and Board members Steve Riall, Jasmine Green, Mary Trammel, Christine Tharpe, Darrin Dixon, and John Albritton.

Chair Barry Rachal called the meeting to order at approximately 2:00 p.m., and a quorum of the committee was present. Mr. Rachal led the prayer and Pledge of Allegiance.

The Long-Term Planning & Development Committee members were introduced: Chair Barry Rachal, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, and Dottie Bell.

**Confirm the Agenda.** *Mrs. Bell made the motion, and Dr. Bonita Douzart seconded, and the committee confirmed the agenda as submitted.*

**Strategic Plan Baselines and Targets.** Dr. Goree thanked the board for adopting the strategic plan. Dr. Goree gave a summary of the district's vision, mission, and equity statement. He reminded the board of the core values driving the school system – excellence, integrity, equity, service, and innovation. Mary Wood, Executive Director of Strategic Initiatives, shared how the matrices were developed and information on baselines and targets that the district is working diligently to achieve.

**Accelerate Caddo Summary.** Mr. Burton stated that the Accelerate Caddo Summer Program was a success. The K-8 Schools had 4,246 students participate, and the High Schools had 3,010 students participate in the two-week program for a total of 7,256 Caddo Students. He mentioned the success of the freshman academy for our incoming 9<sup>th</sup> graders. He applauded the board for the approval to waive the \$250.00 fee for credit recovery over the summer for the high schoolers. Mr. Burton stated the cost was over \$1M in professional development and \$2.8M in payroll over the summer, paid with ESSR funds. The next step is to collect student data to see the impact of the ten-day program and consider the input from staff and students.

**Caddo Gain Incentive Plan.** Mr. Burton announced the district would incentivize schools that move student growth. He explained if either a school showed growth in SPS, increased current year progress index, or increased assessment/ACT index, that school would be recognized. He further explained the plan to incentivize staff at a Caddo Gains School, including professional development attendance and overall evaluation for certified and classified. Mr. Burton noted a principal with an overall evaluation of 2.5 or higher would qualify for incentives.

**Visitors.** None

**Adjourn.** *Mrs. Bell moved, seconded by Mr. Little, to adjourn. Vote on the motion to adjourn carried, and the meeting adjourned at approximately 3:10 p.m.*

**October 5, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton and Jasmine Green. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, and Board members Steve Riall, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Barry Rachal, and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:30 p.m., and Board Member Barry Rachal led the Invocation and Pledge of Allegiance.

**PRESENTATIONS**

Dr. Goree introduced Mrs. Leisa Woolfolk, Chief Human Resource Officer, to present the annual update of the Human Resource Department.

**ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA**

Superintendent Goree highlighted items for the Board's consideration at the October 19, 2021 meeting, and discussion ensued.

**8.03. Capital Projects & Professional Designers for 2022-2023 SY.**

The Board asked for further discussion on this agenda item. This item would not be on the consent agenda.

President Albritton announced that the following are on the proposed consent agenda items: 6.01, 8.01-8.02, 8.04, and 13.01.

*Ms. Green moved, seconded by Mr. Albritton, to approve the proposed agenda and consent agenda for the October 19, 2021 CPSB meeting as presented. Vote on the motion carried.*

**POLL AUDIENCE**

The following visitor addressed the Board: Jon Glover, Shreveport, LA expressed concern about items included in the Pupil Progression Plan.

**ANNOUNCEMENTS**

Ms. Trammel stated that the Building, Grounds, and Security Committee would await the proposal to use Building 6 for a multi-resource one-stop center. Dr. Vinson thanked everyone for attending the Soul Bowl. Mrs. Bell congratulated Green Oaks for the 50<sup>th</sup> anniversary of the school and noted her father served as the first Principal.

**ADJOURNMENT.** *Ms. Green moved, seconded by Mr. Albritton, to adjourn. Vote on the motion carried, and the meeting adjourned at approximately 5:40 p.m.*

**October 5, 2021**  
**CPSB Building, Grounds, and Security Committee**

**Members present** - Chair Mary Trammel, Jasmine Green, Christine Tharpe, and Dottie Bell. Mr. Nations was absent. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Steve Riall, John Albritton, Barry Rachal, Dr. Bonita Douzart, and Dr. Terence Vinson.

Ms. Trammel called the meeting to order at approximately 2:03 p.m. Board Member Barry Rachal led the Invocation and Pledge of Allegiance.

**Confirm the Agenda.** *Mrs. Bell moved, seconded by Mrs. Tharpe, the committee confirmed the agenda as presented.*

**Current Listings Update.** Mr. Greer, Chief Operations Officer, gave updates on CPSB properties currently listed for sale. These properties include Alexander Learning Center (pending sale), Barret, Building 6, MJ Moore, 79<sup>th</sup> Street, and Timmons Elementary.

**Unlisted Property Update.** Mr. Greer stated the CPSB unlisted property includes Arthur Circle, Mooretown, Newton Smith, Northside, and Oil City.

**Listing Agent's Report.** Mr. Greer introduced the District's real estate broker, Laurel Brightwell, with UL Coleman Companies. Ms. Brightwell gave an overview of vacant land and buildings owned by Caddo Parish School Board, not for sale, potential listings, current listings, and properties sold. She further stated that a sale was pending for Alexander Learning Center for \$500,000, 74% of the appraised value. Ms. Brightwell noted the market remained in a downward trend. Ms. Brightwell stated interest was shown in the Arthur Circle property, primarily from the community, with ideas for using the building and developers. She reiterated the property was zoned for residential; therefore, the best use for Arthur Circle was residential.

**Early Intervention/One-Stop Center at Knight Street Location.** Dr. Goree gave an overview of Building 6. He stated the property was built in 1970 in a non-residential area. He added that the facility had an abundance of office space and meeting space under one roof, ideal for a One-Stop Center for families. Dr. Goree explained the commission had set aside approximately \$150K for this project. He added it was agreed this opportunity would benefit the community, and additional financial commitments were forthcoming within the intergovernmental meeting setting. Dr. Goree asked Kelli Todd, Executive Director of Volunteers of Youth Justice, to explain the scope of the One-Stop Center. Ms. Todd explained that many programs were offered for families, yet the offices were spread throughout the city. She stated the plan was for a proactive resource center where students could receive help, and the parents could receive services. The projected model was to have everything under one roof (e.g., DA Child Support Division, Food Stamps, Counseling). The model would be self-sustaining, whereby the entities would pay rent. Mr. Clay Walker, Director of Juvenile Services, explained that the One-Stop Center would include chronic behavior referrals, misdemeanor referrals,

truancy, etc. Dr. Goree noted the community faces many critical needs. If the Board approved the repurpose of Building 6 for a One-Stop Center, our families, children, and community would reap immediate benefits. Ms. Brightwell stated from her Real Estate perspective, partnering with Volunteers of Youth Justice and utilizing Building 6 for the needs of the community is a good idea. She noted another benefit was the idea that other services in the immediate area were within walking distance. With counseling services next door and across the street from Building 6, the Social Security Office across the street, the Veterans Center down the road, the location for the one-stop center is ideal. Dr. Goree added that the District's goal would be for rent to build in an account and allocate toward the maintenance cost. Dr. Goree explained commitment from all parties involved would be necessary to initiate this project, and the goal for the One-Stop Center to be self-sustainable within 36 months. Ms. Green asked if the technology upgrades were done at Building 6 when district-wide upgrades were made. Mr. Greer responded they were not, and that would be an expense. Mr. Rachal asked if the Sheriff had shown interest in this project. Mr. Clay Walker stated the Sheriff, SPD, and DA indicated their support. Mrs. Tharpe asked if ESSR funds could be used for this project. Dr. Goree confirmed and said the District would look at multiple funding sources.

**Visitors.** None

**Recommendations.** The recommendation was to continue to explore the idea of providing a One-Stop Center for our students and families to receive support, including truancy, non-profit services, and more. Staff would continue to explore the potential of this project with Volunteers of Youth Justice, Juvenile Services, and the partnership of governmental agencies. The Board would continue to be updated as conversations take place and as more information becomes available.

**Adjourn.** *Mrs. Tharpe moved, seconded by Mrs. Bell, the meeting adjourned at approximately 3:00 p.m.*

**October 5, 2021**  
**CPSB Transportation Committee**

**Members present** - Chair Steve Riall, Jasmine Green, Christine Tharpe, Dr. Bonita Douzart, and Barry Rachal. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members John Albritton, Dottie Bell, Mary Trammel, and Dr. Terence Vinson.

Mr. Riall called the meeting to order at approximately 3:10 p.m.

**Confirm the Agenda.** *Mrs. Tharpe moved, seconded by Mrs. Bell, the committee confirmed the agenda as presented.*

**Update on Bus Lease/Purchase Program.** Mr. Roberts stated the district completed three years of buying within the ten-year bond and added a total of 76 buses, with the expectation to purchase 25-26 buses per year through the next seven years. He noted the on-route fleet included eight non-air buses, and the goal by 2022-2023 would be all on-route buses have A/C, and a minimum of 30% of the spare fleet would contain 2004 A/C units.

**Update on Bus Driver Shortage.** Mr. Roberts noted the 255 current routes included seven open/unassigned routes and nine assigned to sub/retirees. Currently, the district employs 256 active drivers, with 13 on medical leave. Mr. Roberts further stated the budgeted positions for the transportation department include 271 Drivers (15 to be hired), 30 sub drivers (9 being retirees), 90 aides (filled), and 20 sub-aide positions. The average daily absenteeism is 30 in the morning and 39 in the afternoon, with the 13 on medical leave included.

**Update on Substitute Driver Pool.** Mr. Roberts noted a sub-driver pool is non-existent. The efforts to increase the sub-driver pool include a \$500.00 stipend for new hires (after six-month probation), recruitment of teachers, para's, coaches, and retirees, along with job fairs, social media, etc. He added that the largest class of recruits (24 potential drivers) are currently enrolled in the mandatory training class.

**Current Challenges.** Mr. Roberts stated the challenges of the transportation department include daily absentee coverage, school site COVID protocol delays, route change request from parents, Newcomer Center for ELL students, SPED routing request (IEP) to eliminate exchanges within routes, Homeless Transportation requests, and driver shortage for athletic events

**Visitors.** Jackie Lansdale, President of Red River United, Shreveport, LA thanked Mr. Roberts for his hard work and expressed her concern about the salary schedule for bus drivers.

**Adjourn.** *Mr. Rachal moved, seconded by Ms. Green, the meeting adjourned at approximately 4:00 p.m.*

**October 19, 2021  
CPSB Meeting**

**Members Present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Darrin Dixon, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Mary Trammel and Christine Tharpe were absent. Also present were Dr. T. Lamar Goree, Superintendent, and Reggie Abrams, Board Counsel.

President Albritton called the October 19, 2021 CPSB meeting to order at approximately 4:30 pm, and a quorum was present. Barry Rachal led the Prayer and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE SEPTEMBER 7, 2021, AND SEPTEMBER 21, 2021 CPSB MEETINGS**

*Mrs. Bell moved, seconded by Dr. Douzart, to approve the minutes of September 7, 2021, and September 21, 2021, CPSB meetings as submitted in the electronic mailout. Vote on the motion carried unanimously.*

**PRESENTATIONS AND RECOGNITIONS**

Mrs. Charnae McDonald, Director of Communications, presented a short video that featured Mr. Lennard Holden, Director of Bands at Southwood High School, earning the Robert Wilhite Award of Excellence from the Louisiana Music Educators Association. Then, Mrs. McDonald acknowledged the longtime partnership between Caddo Schools and Healthy Blue, a community adopter of our district for over a decade. Healthy Blue recognized the hard work of teachers and staff and invested \$20,000.00 to Achievement Zone schools.

**VISITORS**

The following visitors addressed the Board on matters of interest/concern: Jackie Lansdale, Red River United, voiced her concerns about teachers covering classes during planning time and suggested to compensate teachers for their time, the revamping of the bus driver salary schedule, paraprofessionals and clericals not paid for lunch, and expand CPSB committees; Chris Chandler, Shreveport, LA gave brief overview of American Millennium Project; Katie McLain, Shreveport, LA expressed concern with mask mandate; Bill Weiner, Shreveport, LA voiced concern of future use of Arthur Circle; Trandi Phillips, Shreveport, LA concerned with September meeting on UStream, mask mandate, and improper flow of authority; Kingson Wills and Autumn Sommers, Caddo Students and The People's Promise Youth Division presented a plan for voter registration in the schools; Jon Glover, Shreveport, LA concern of board minutes; Kimberley Jones, Shreveport, LA thanked Ms. Trammel for her work in the Cedar Grove community and voiced concern of magnet school component; Korey Barry, Shreveport, LA offered support for teachers; Sheila Wimberly, Shreveport, LA stated her concern of the Pupil Progression Plan.

**ESTABLISH THE AGENDA**

Superintendent Goree highlighted items for the Board's consideration. Mr. Albritton announced that Items 6.01, 8.01-8.02, 8.04, and 13.01 are on the consent agenda. *Mr. Dixon moved, seconded by Mr. Rachal, to establish the agenda and proposed consent agenda for the October 19, 2021 CPSB meeting as presented. Vote on the motion carried.*

**CONFIRM THE CONSENT AGENDA**

*Mr. Dixon moved, seconded by Mrs. Bell, to confirm the consent agenda. Vote on the motion carried.* The following is a summary of the consent agenda items approved by the Board.

6.01 Personnel Transaction Report – Resignations – The Board approved resignations as recommended by staff and submitted in the electronic mailout.

8.01 Property/Bus Rental Requests –The Board approved the requests for the long-term use of CPSB properties and/or busses as recommended by staff and submitted in the electronic mailout.

8.02 Consideration to approve the Pupil Progression Plan for the 2021-2022SY– The Board approved the Pupil Progression Plan for the 2021-2022SY as recommended by staff and submitted in the electronic mailout.

8.04 Consideration to approve Revisions to 2021-2022 Personnel Evaluation Plan – The Board approved revisions to 2021-2022 Personnel Evaluation Plan as recommended by staff and submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings – The Board approved appeals for students JP, TS, MS, and RM as recommended by staff and whose parents are in agreement and submitted in the electronic mailout.

**October 19, 2021  
CPSB Meeting**

**6.02 REQUESTS FOR LEAVES – CERTIFIED AND CLASSIFIED** – *Mr. Rachal moved, seconded by Mrs. Bell to approve the request for leaves, Classified and Certified, as recommended by staff and submitted in the electronic mailout. Vote on the motion carried.*

**8.03 CAPITAL PROJECTS & PROFESSIONAL DESIGNERS FOR 2022-2023 SY** *After a lengthy discussion, Mr. Riall moved to call for the question, seconded by Mrs. Bell. Vote on the motion carried unanimously. Dr. Douzart moved, seconded by Mrs. Bell, to approve the Capital Projects & Professional Designers for 2022-2023SY as recommended by staff and submitted in the electronic mailout. Vote on the motion carried, with Board member Vinson opposed.*

**SUPERINTENDENT'S REPORT** Dr. Goree announced the information under Superintendent's Report is for informational purposes only. He encouraged the Board to utilize the Board Request form at their stations for any official response from staff.

**ANNOUNCEMENTS** Dr. Goree invited the Board to the ribbon-cutting ceremony and open house for the David Raines School-Based Health Center at Walnut Hill Elementary/Middle School on Friday, October 27, 2021, from 1 pm – 3 pm. He noted it would be the first school-based clinic in a rural community and the first of several clinics that ESSR funds would be utilized. Mr. Nations thanked the Board for the generous wedding gift and publicly congratulated Mr. Holden for his award. Mrs. Bell stated she supported the voter registration in schools presented by the students and announced she would request an agenda item be added to the next agenda to rename the Huntington High School Football Field in memory of Coach Tony Rhodes. She asked for prayer for Ms. Trammel. Dr. Douzart thanked Dr. Goree for implementing the summer program that helped students, and she thanked staff for their hard work. Ms. Green stated the admiration she had for Coach Rhodes. Ms. Green requested Transportation look at the bus stop situation at Peach Tree Apartments for Pine Grove Elementary students. She added that students who live 0.992 miles must walk to school, which is dangerous; therefore, this situation must be addressed. Mr. Dixon commended the students who spoke on voter registration in the schools. Dr. Douzart noted her admiration for Coach Tony Rhodes and his accolades throughout his lifetime.

**ADJOURN.** *Ms. Green moved, seconded by Mr. Dixon, to adjourn. Vote on the motion carried. The meeting adjourned at approximately 6:15 pm.*

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T. Lamar Goree, Ph.D., Secretary

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John L. Albritton, President

**November 2, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton, Jasmine Green, and Tony Nations. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, and Board members Steve Riall, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Barry Rachal, Darrin Dixon, and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:40 p.m., and Tony Nations led the Invocation and Pledge of Allegiance.

**PRESENTATIONS**

Director of Communications, Charnaé McDonald, introduced Col. Sweeney, Caddo's Director of Army Instruction. Col. Sweeney proudly introduced six very talented Caddo students as they were promoted to JROTC Corps Commander and newly selected Brigade Commander: Cadet COL Select Dylan Landon, Captain Shreve High School, selected as Caddo Parish Schools JROTC Corps Commander for SY 2021-2022; Cadet COL Select Zach Thelen, Caddo Magnet High School, selected as JROTC 1<sup>st</sup> Brigade Commander for SY 2021-2022; Cadet COL Select Jacob Creel, C. E. Byrd High School, selected as JROTC 2<sup>nd</sup> Brigade Commander for SY 2021-2022; Cadet COL Select Stacey Wolsey, Northwood High School, selected as JROTC 3<sup>rd</sup> Brigade Commander for SY 2021-2022; Cadet COL Select Delmante Horto, Woodlawn High School, selected as JROTC 4<sup>th</sup> BDE Commander for School Year 2021-2022; Cadet COL Select Azaiah Lee, Southwood High School, selected as JROTC 5<sup>th</sup> BDE Commander for SY 2021-2022. Dr. Goree and Board President Albritton participated in the promotion of these fine students. Mary Wood, Executive Director of Strategic Initiatives, introduced the medical team that worked closely with the District during the Pandemic: Dr. Vanchiere, Dr. Bocchini, and Dr. Whyte. The medical team gave Covid updates.

**ESTABLISH AGENDA AND CONSENT AGENDA FOR NOVEMBER 16, 2021  
CPSB MEETING**

Dr. Goree highlighted items for the board's consideration at the November 16, 2021 CPSB meeting, and the following discussion ensued.

8.05 Proposal to Implement Governor Edwards K-12 Masking Option, including modifications to quarantine guidelines. Mr. Little confirmed that he and Mrs. Tharpe would co-sponsor this agenda item with Mr. Rachal. Mr. Rachal presented information that correlated with his proposal to implement the mask option for the District.

President Albritton announced that the following are on the proposed consent agenda: Items 6.01-6.02, 7.01, 8.01-8.04, and 8.06-8.07.

**Added agenda item 8.08**

The Insurance and Finance Committee Chair, Mrs. Bell, proposed to add an item to the agenda, "*Consideration to Implement Vesting Schedule and Adjust Out-of-Pocket Maximums.*"

**Added agenda item 8.09**

Mr. Albritton proposed to add an item to the agenda, "*Consideration of Request for ITEP Tax Exemption for Custom Retail Store Fixtures, LLC.*"

*Mr. Nations, seconded by Ms. Green, moved to approve the proposed and consent agendas for the November 16, 2021 CPSB meeting as presented. Vote on the motion carried.*



## **POLL AUDIENCE**

Danny McCormick (Board disrespect to parents, mask mandate, parental rights); Dr. Sean Troxclair (mask mandate); John Milkovich (mask mandate); Sara Boyd (mask mandate); Katie McClain (mask mandate); Robert Tyler (mask mandate); Robin Harris (mask mandate); Chris Cragman /sp?/ (mask mandate); Ms. Berry (mask mandate); Jackie Lansdale, Red River United (critical teacher shortage and thanked board for hero supplement); Lauren Garner (mask mandate); Karen Cartzman, student (mask mandate); Joseph Carrington /sp?/ (mask mandate); Jude Crackman (mask mandate, vaccine, quarantine); Kingston Wills, Peoples Promise Youth (mask mandate); Mary Wellington, Peoples Promise Youth (mask mandate); Ron Wilkinson, Peoples Promise Youth (mask mandate); Kalen Harris, Peoples Promise Youth (mask mandate); Sabrina Hun , Peoples Promise Youth (mask mandate); Breka Peoples (mask mandate); Carla Miley (mask mandate); Dr. McCuller /sp?/ (mask mandate); Melissa Smith (mask mandate); Dave Harris (mask mandate); Sara Boyd (mask mandate); Autumn Summers, Peoples Promise Youth (mask mandate); Jon Glover (Requested copy of Insurance & Finance Meeting information); Robert Builderback /sp?/ (mask mandate); Lucas Hale /sp?/ (mask mandate); Crissy Womack (mask mandate); Maria Burns (mask mandate); Cavan Cartstensen /sp?/ (mask mandate); Raymond Green (mask mandate); Hailey Tyson (mask mandate).

**Adjourn.** *Mr. Nations moved, seconded by Ms. Green, to adjourn. Vote on the motion carried, and the meeting adjourned at approximately 8:40 p.m.*

**November 2, 2021**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Dottie Bell, Tony Nations, Darrin Dixon, and Dr. Terence Vinson. Also present were Superintendent Lamar Goree and Board Attorney Reggie Abrams; Board members Don Little, Dr. Bonita Douzart, Mary Trammel, Christine Tharpe, Jasmine Green, and John Albritton.

Chair Dottie Bell called the meeting to order at approximately 3:00 p.m. The invocation and pledge of allegiance were done in the previous committee meeting.

**Confirm the Agenda.** Mr. Nations *moved, seconded by Dr. Vinson, the committee confirmed the agenda as presented.*

**Insurance Updates.** Chief Financial Officer, Jeff Howard, presented to the Insurance and Finance Committee the recommendation to revise Policy EGA, which states benefits for an employee retiring would continue automatically unless the retiree takes action; however, only those benefits applying to retirees would continue. Mr. Howard explained the benefit of implementing a vesting schedule and adjusting out-of-pocket maximums.

**Financial Reporting 2021-2022 SY.** Mr. Howard gave a summary of the district's current financial status and distributed the financial statement of current operations and current revenue and expenditures for the period of July 1, 2021-September 30, 2021.

**Recommendations.** The recommendation of the CPSB Insurance and Finance Committee was to propose to the board to add the following item to the November 16, 2021 CPSB Meeting Agenda: *Consideration to Implement Vesting Schedule and Adjust Out-of-Pocket Maximums.* Mr. Albritton proposed to add the following item to the November 16, 2021 CPSB Meeting Agenda: *Consideration of Request for ITEP Tax Exemption for Custom Retail Store Fixtures, LLC.*

**Adjourn.** Mr. Nations *moved, seconded Mr. Dixon to adjourn. Vote on the motion to adjourn carried,* and the meeting adjourned at approximately 4:00 p.m.

**November 2, 2021**  
**CPSB Special Session**

The **Caddo Parish School Board (CPSB)** met in special session on Tuesday, November 2, 2021, at 4:30 p.m. in its offices at 1961 Midway, Shreveport, Louisiana. Board members present: Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Superintendent Lamar Goree and Legal Counsel Reginald Abrams.

President Albritton called the meeting to order at approximately 4:30 p.m., and Tony Nations led the Invocation and Pledge of Allegiance.

**Approval of Resolution and Extract of Resolution**

*Dr. Vinson moved, seconded by Mr. Little, to approve a Resolution and Extract of Resolution authorizing the President to sign Deed or other Act of Conveyance transferring Alexander Learning Center to Shreveport Highland, LLC for the price of \$500,000.00 as recommended by staff and submitted in the electronic mailout. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Rachal moved, seconded by Ms. Trammel, to adjourn. Vote on the motion to adjourn carried unanimously, and the meeting adjourned at approximately 4:40 p.m.*

**November 16, 2021  
CPSB Meeting**

**Members Present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. T. Lamar Goree, Superintendent, and Reggie Abrams, Board Counsel.

President Albritton called the November 16, 2021 CPSB meeting to order at approximately 4:30 p.m. Mr. Albritton led the Invocation and Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE OCTOBER 5, 2021 AND OCTOBER 19, 2021**

**CPSB MEETINGS** *Darrin Dixon moved, seconded by Dottie Bell, to approve the minutes of October 5, 2021, and October 19, 2021, CPSB meetings as submitted in the electronic mailout. Vote on the motion carried, with Dr. Douzart opposed.*

**PRESENTATIONS AND RECOGNITIONS** Director of Communications, Charnaé McDonald, presented a video that acknowledged the great success of Caddo students.

**VISITORS** Jude Kracman (mask mandate); Kyrsten Thompson (district dress code); Sabrina Huynh (district dress code); Renae Williams (district dress code); Makaylah Turner (district dress code); Ivory Wills (district dress code); Kingson Wills (district dress code); Landon Williams (mask mandate); Lauren Garner (mask mandate); RJ Johnson (mask mandate); Breka Peoples, The Peoples Promise; John Milkovich (mask mandate); Brandy Pou (mask mandate); Jenni Smith (mask mandate and vaccinations); Chad Smith (mask mandate); Amanda Morgan (mask mandate); Paige Hoffpavir (mask mandate); Jessie Oliver (mask mandate); Scott Grounsell (mask mandate); Brenda O’Brock (mask mandate); Tiffany Graham (mask mandate); Jayne Tappe (mask mandate); Carla Miley (mask option); Abby Pou (mask mandate); Tyler Bargaquestt /sp?/ (mask mandate); Ragan Hale (mask mandate); Carla Collins, Be The Village (Caddo Children Safety); Katie McClain (mask mandate); Jimmy Bargaquest /sp?/ (mask on students); Robert Bilderback (mask mandate); Barbara Smith Iverson (vaccine clinics); Elizabeth Grounsell (acoustics); J. Florence (School Board); Marvin Muhammad (disparity in education); Jackie Lansdale, Red River United ( teacher shortage, competitive starting schedule).

**ESTABLISH THE AGENDA**

Superintendent Goree highlighted items for the Board's consideration. Mr. Albritton announced that Items 6.01-6.03, 7.01-7.02, 8.01-8.04, and 8.06-8.07 are on the consent agenda. *Mr. Dixon moved, seconded by Ms. Trammel, to establish the agenda and proposed consent agenda for the November 16, 2021 CPSB meeting as presented. Vote on the motion carried.*

**CONFIRM THE CONSENT AGENDA**

*Mr. Nations moved, seconded by Ms. Trammel, to confirm the consent agenda. Vote on the motion carried.* The following summarizes the consent agenda items approved by the Board.

**6.01 Administrative Contract Renewal** – The Board approved the administrative contract renewal as recommended by staff and submitted in the electronic mailout.

**6.02 Personnel Transactions (Resignations)** – The Board approved resignations as recommended by staff and submitted in the electronic mailout.

**6.03 Request for Leaves (Classified & Certified)** - The Board approved requests for Leaves as recommended by staff and submitted in the electronic mailout.

**7.01 Approval of Bid- Uninterrupted Power Supply**– The Board approved the bid from United Power Supply as indicated on the attached bid tabulation sheet as recommended by staff and submitted in the electronic mailout.

**7.02 Approval of Bid- Reapportionment Services** - The Board approved the proposal of Data Center, LLC as indicated on the attached scoring tabulation sheet as recommended by staff and submitted in the electronic mailout.

**8.01 Property/Bus Rental Requests** –The Board approved the requests for the long-term use of CPSB properties and/or busses as recommended by staff and submitted in the electronic mailout.

8.02 Consideration of the proposed 2022-2023 School Year Calendar – The Board approved the proposed 2022-2023 school year calendar as recommended by staff and submitted in the electronic mailout.

8.03 Begin the Process of Renaming the Huntington High School Football Field in memory of Coach Tony Rhodes. The Board approved to begin the process of renaming the Huntington High School Football Field in memory of Coach Tony Rhodes as recommended by Board Member Bell and submitted in the electronic mailout.

8.04 Authorization for Salvage Sale – The Board approved to authorize the sale of general classroom items and supplies in accordance with School Board Policy as recommended by staff and submitted in the electronic mailout.

8.06 Adjustment to Policy GBCA – The Board approved the adjustment to Policy GBCA, Protection of Criminal Background Information, as recommended by staff and submitted in the electronic mailout.

8.07 Consideration of Heroes Supplement for 2021-2022 School Year – The Board approved the Heroes Supplement for 2021-2022 School Year as recommended by the Superintendent and submitted in the electronic mailout.

**Proposal to Implement Governor Edwards K-12 Masking Option, including modifications to quarantine guidelines**

*After a lengthy discussion, Ms. Green moved to call for the question, seconded by Mr. Riall. Vote on the motion carried, with Board Member Little, Board Member Tharpe, and Board Member Rachal opposed. Mr. Nations moved, seconded by Ms. Trammel, to authorize staff to implement a mask-optional protocol and aligned quarantine guidelines effective end of day December 3, 2021, contingent upon a Caddo Parish COVID-19 positivity rate of less than 5 percent, with universal masking reinstated upon 2 consecutive weeks of positivity ratings above 5 percent. Vote on the motion carried, with Board Member Little, Board Member Rachal, Board Member Tharpe, and Board Member Vinson opposed.*

**Consideration to Implement Vesting Schedule and Adjust Out-of-Pocket Maximums**

*After discussion, Ms. Trammel moved, seconded by Dr. Douzart, to authorize staff to implement the recommended health and life insurance vesting schedule and adjust the out-of-pocket maximums to offset the loss of grandfathered status. Motion carried, with Board Member Riall and Board Member Tharpe not present at the vote.*

**Consideration of request for ITEP Tax Exemption for Custom Retail Store Fixtures, LLC**

The Board agreed to pull this item from the agenda and place it on the December Agenda for more discussion.

**Consideration to approve a resolution providing for the issuance and sale of Five Million Eight Hundred Thousand Dollars (\$5,800,000) of General Obligation School Refunding Bonds, Series 2021 of the Parishwide School District of Caddo Parish, Louisiana; and providing for other matters in connection therewith.-**

*Mr. Dixon moved, seconded by Mr. Nations to approve a resolution providing for the issuance and sale of Five Million Eight Hundred Thousand Dollars (\$5,800,000) of General Obligation School Refunding Bonds, Series 2021 of the Parishwide School District of Caddo Parish, Louisiana; and providing for other matters in connection therewith. Vote on the motion carried, with Board member Riall and Board Member Tharpe not present at the vote.*

RESOLUTION

A resolution providing for the issuance and sale of Five Million Eight Hundred Thousand Dollars (\$5,800,000) of General Obligation School Refunding Bonds, Series 2021, of the Parishwide School District of Caddo Parish, Louisiana; and providing for other matters in connection therewith.

**WHEREAS**, pursuant to the provisions of Chapter 14-A of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other applicable constitutional and statutory authority, the Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), acting through the Parish School Board of the Parish of Caddo, State of Louisiana (the "Governing Authority"), issued \$9,960,000 of General Obligation School Refunding Bonds, Series 2012, dated May 1, 2012 (the "Series 2012 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 the provisions of Part II of Chapter 4 of Subtitle II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority (the "Act"); and

**WHEREAS**, the Issuer has found and determined that the refunding of \$6,000,000 of the Series 2012 Bonds, consisting of those Series 2012 Bonds which mature March 1, 2023, March 1, 2024, March 1, 2026, and March 1, 2029 (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, it is now the desire of the Governing Authority to adopt this resolution in order to provide for the issuance of Five Million Eight Hundred Thousand Dollars (\$5,800,000) principal amount of its General Obligation School Refunding Bonds, Series 2021 (the "Bonds"), for the purpose of refunding the Refunded Bonds, to fix the details of the Bonds and to sell the Bonds to the purchaser 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, as set forth in **Exhibit B**, providing for the payment of the principal 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

**NOW, THEREFORE, BE IT RESOLVED** by the Parish School Board of the Parish of Caddo, State of Louisiana, acting as the governing authority of the 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 Part II of Chapter 4 of Subtitle II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority.

**"Bond" or "Bonds"** shall mean any or all of the General Obligation School Refunding Bonds, Series 2021 of the Issuer, issued pursuant to this Bond Resolution, 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.

**"Defeasance Obligations"** shall mean (a) cash, or (b) non-callable Government Securities.

**"Escrow Agent"** shall mean Argent 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 this Bond Resolution.

**"Escrow Agreement"** shall mean with respect to the Refunded Bonds, the Defeasance and Escrow Deposit Agreement dated as of December 1, 2021, 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, Secretary and Chief Financial Officer 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, Build America Mutual Assurance Company, or any successor thereto or assignee thereof.

**"Interest Payment Date"** shall mean March 1 and September 1 of each year, commencing March 1, 2022.

**"Issuer"** shall mean the 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 this 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 12.1 hereof, provided that if such Bonds are to be redeemed, irrevocable

notice of such redemption has been duly given or provided for pursuant to this 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 this Bond Resolution; and

(d) Bonds alleged to have been mutilated, destroyed, lost, or stolen which have been paid as provided in this 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 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 this 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 Issuer's outstanding General Obligation School Refunding Bonds, Series 2012, dated May 1, 2012, consisting of those Series 2012 Bonds maturing March 1, 2023, March 1, 2024, March 1, 2026 and March 1, 2029, 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 Crews & Associates, Inc., of Little Rock, Arkansas, the original underwriter 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 2021, of the 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 refunding the Refunded Bonds through the escrow of a portion of the proceeds of the Bonds in Defeasance Obligations in accordance with the terms of the Escrow Agreement, in order to provide for the payment of the principal of and interest on the Refunded Bonds upon redemption as provided in Section 14.1 hereof, and paying the Costs of Issuance of the Bonds.

(c) Provision having been made for the orderly payment until 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 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 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 bonds of the Issuer.

**SECTION 2.4. Authorization and Designation.** Pursuant to the provisions of the Act, there is hereby authorized the issuance of Five Million Eight Hundred Thousand Dollars (\$5,800,000) principal amount of Bonds of the Issuer to be designated "General Obligation School Refunding Bonds, Series 2021, of the Parishwide School District of Caddo Parish, Louisiana", for the purpose of refunding the Refunded Bonds and paying the Costs of Issuance of the 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.

**SECTION 2.5. 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 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 March 1, 2022, 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>	<u>Date</u> <u>(March 1)</u>	<u>Principal</u> <u>Payment</u>	<u>Interest</u> <u>Rate</u>
2022	\$ 45,000	3.000%	2026	820,000	3.000%
2023	755,000	3.000	2027	845,000	3.000
2024	780,000	3.000	2028	865,000	3.000
2025	800,000	3.000	2029	890,000	3.000

The principal of the Bonds is 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

### 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.

Except as provided under DTC's book-entry only system, 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 will be delivered by the Paying Agent to the last assignee (the new Owner) in exchange for such transferred and assigned Bond after receipt of the Bond to be transferred in proper form. Such new Bond shall be in an authorized 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 a Record Date and ending at the close of business on the Interest Payment Date.

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 3.3 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. 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 3.4. 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 3.5. 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.

**SECTION 3.6. Recital of Regularity.** This Governing Authority, having investigated the regularity of the proceedings had in connection with this issue of Bonds, 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 3.7. 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 Executive Officers 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 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 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 are not callable for redemption prior to their stated dates of 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) sufficient to pay and retire or redeem the Refunded Bonds, including premiums, if any, payable upon redemption. 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 maintained pursuant to 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 this Bond Resolution other covenants and agreements to be observed by the Issuer which are not contrary to or inconsistent with this Bond Resolution as theretofore in effect;

(b) to add to the limitations and restrictions in this Bond Resolution other limitations and restrictions to be observed by the Issuer which are not contrary to or inconsistent with this 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 this 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 this Bond Resolution;

(d) to cure any ambiguity, supply any omission, or cure or correct any defect or inconsistent provision of this Bond Resolution; or

(e) to insert such provisions clarifying matters or questions arising under this Bond Resolution as are necessary or desirable and are not contrary to or inconsistent with this 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 this 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 this Bond Resolution if the same adversely affects or diminishes the rights of the Owners of said Bonds.

## ARTICLE VIII

### 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. **Bonds "Qualified Tax-Exempt Obligations".** The Bonds 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 Bonds 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 2021 does not exceed \$10,000,000.

## ARTICLE IX

### CONTINUING DISCLOSURE

SECTION 9.1. **Disclosure Under SEC Rule 15c2-12.** The Executive Officers are hereby empowered and directed to execute an appropriate Continuing Disclosure Certificate (substantially in the form set forth in an Appendix to 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 9.2. **Post-Issuance Compliance.** The Executive Officers and/or their designees are directed to establish, continue, and/or amend, as applicable, written procedures to assist the Issuer in complying with various State and Federal statutes, rules and regulations applicable to the Bonds and are further authorized to take any and all actions as may be required by said written procedures to ensure continued compliance with such statutes, rules and regulations throughout the term of the Bonds.

## ARTICLE X

### REMEDIES ON DEFAULT

SECTION 10.1. **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); 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); 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 this 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 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 Owners shall be entitled to exercise all rights and powers for which provision is made under Louisiana law.

## ARTICLE XI

### CONCERNING FIDUCIARIES

SECTION 11.1. **Escrow Agent; Appointment and Acceptance of Duties.** Argent 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. The Escrow Agent is authorized to file, on behalf of the Issuer, subscription forms for any Government Securities required by the Escrow Agreement. A successor to the Escrow Agent may be designated in the manner set forth in the Escrow Agreement.

SECTION 11.2. **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 Company, a Tennessee State Chartered 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 this 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.

## ARTICLE XII

### MISCELLANEOUS

SECTION 12.1. **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 this 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 this 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 12.2. **Evidence of Signatures of Owners and Ownership of Bonds.** (a) Any request, consent, revocation of consent or other instrument which this 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 this 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 12.3. **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 12.4. **Parties Interested Herein.** Nothing in this 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 and the Owners of the Bonds any right, remedy or claim under or by reason of this Bond Resolution or any covenant, condition or stipulation thereof; and all the covenants, stipulations, promises and agreements in this 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 and the Owners of the Bonds and the owners of the Refunded Bonds.

SECTION 12.5. **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 12.6. **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 12.7. **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 12.8. **Severability.** In case any one or more of the provisions of this 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 this Bond Resolution or of the Bonds, but this 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 this Bond Resolution which validates or makes legal any provision of this Bond Resolution or the Bonds which would not otherwise be valid or legal shall be deemed to apply to this Bond Resolution and to the Bonds.

SECTION 12.9. **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 12.10. **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

### ARTICLE XIII

#### SALE OF BONDS

SECTION 13.1. **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 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 13.2. **Official Statement.** The Issuer hereby approves the form and content of the Preliminary Official Statement dated October 22, 2021, 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 which has been submitted to the Issuer, and hereby ratifies its prior use and delivery of such final Official Statement to the Underwriter for use in connection with the public offering of the Bonds.

SECTION 13.3. **Parties Interested Herein.** Nothing in this 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 and the Owners of the Bonds any right, remedy or claim under or by reason of this Bond Resolution or any covenant, condition or stipulation thereof; and all the covenants, stipulations, promises and agreements in this 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 and the Owners of the Bonds and the owners of the Refunded Bonds.

SECTION 13.4. **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 13.5. **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 13.6. **Parties Interested Herein.** Nothing in this 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 and the Owners of the Bonds any right, remedy or claim under or by reason of this Bond Resolution or any covenant, condition or stipulation thereof; and all the covenants, stipulations, promises and agreements in this 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 and the Owners of the Bonds and the owners of the Refunded Bonds.

SECTION 13.7. **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 13.8. **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 13.9. **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 13.10. **Severability.** In case any one or more of the provisions of this 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 this Bond Resolution or of the Bonds, but this 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 this Bond Resolution which validates or makes legal any provision of this Bond Resolution or the Bonds which would not otherwise be valid or legal shall be deemed to apply to this Bond Resolution and to the Bonds.

SECTION 13.11. **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 13.12. **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

## ARTICLE XIV

### SALE OF BONDS

SECTION 14.1. **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 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 14.2. **Official Statement.** The Issuer hereby approves the form and content of the Preliminary Official Statement dated October 22, 2021, 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 which has been submitted to the Issuer, and hereby ratifies its prior use and delivery of such final Official Statement to the Underwriter for use in connection with the public offering of the Bonds.

SECTION 14.3. **Bond Insurance.** The scheduled payment of principal of and interest on the Bonds when due will be guaranteed by the Municipal Bond Insurance Policy issued by the Insurer, and the provisions contained in **Exhibit F** hereto are hereby adopted and incorporated herein as if fully set forth herein. This Governing Authority hereby makes the findings required by Section 505 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, of the benefit from entering into the contract with the Insurer for the Municipal Bond Insurance Policy. The Executive Officers are hereby authorized and directed to execute the Municipal Bond Insurance Policy for and on behalf of the Issuer, the signatures of said officers on such Policy to be conclusive evidence of the due exercise of the authority granted hereunder.

## ARTICLE XV

### REDEMPTION OF REFUNDED BONDS

SECTION 15.1. **Call for Redemption.** Subject only to the actual delivery of the Bonds, the Refunded Bonds are hereby called for redemption on March 1, 2022, at the principal amount thereof and accrued interest in compliance with the resolution authorizing their issuance.

SECTION 15.2. **Notice of 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. The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

<u>School Board Members</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstaining</u>
Steve Riall			X	
Jasmine Green	X			
Terence Vinson	X			
Don Little	X			
Bonita Douzart	X			
Mary Trammel	X			
Darrin Dixon	X			
Christine Tharpe			X	
Barry Rachal	X			
Tony Nations	X			
John Albritton	X			
Dottie Bell	X			

And the resolution was declared adopted, on this, the 16<sup>th</sup> day of November, 2021.

/s/ Theodis Lamar Goree  
Secretary

/s/ John Albritton  
President

[Exhibits to this resolution are on file with the Issuer and are available for inspection during normal business hours.]

**SUPERINTENDENT'S REPORT** Dr. Goree announced this report is for information only.

**ANNOUNCEMENTS**

Ms. Bell commended the students that spoke at the meeting, and she thanked the Board. Mr. Nations thanked the Board Members for being open to the fair compromise on the motion he presented and expressed he was thankful for his ability to serve the public. Ms. Green thanked Mr. Nations for the hard stance he took on the motion he presented. She also thanked the staff for all of the assistance this week. Ms. Green acknowledged the deputy from Green Oaks for coming to the Board meeting. Mr. Little corrected himself on an earlier statement by stating “disrespect,” His intention was “no disrespect.” Dr. Vinson requested more information on the historical tax credit. He also commended Mr. Albritton for leading the meeting. Ms. Trammel reminded the Board they work together. She explained the dynamics of her community.

Dr. Douzart stated she read in the newspaper and observed in the media about redistricting in different parishes in Louisiana, which led to her concerns for District 5. Dr. Douzart asked do we have a committee for redistricting? Dr. Douzart suggested that the CPSB get an outside consultant. She stated we must submit our own map to the legislature by a particular time because redistricting affects the community. On October 5, 2021 prior to the Building and Grounds Committee Meeting, Dr. Douzart stated she met with Dr. Goree. Dr. Douzart initiated the idea of having a type of solution Center for students, families, and communities, understanding that the suggested name for the center may change. Dr. Goree stated he knew just the place. Dr. Douzart stated in a school board meeting in January 2021, she brought a plan to help students. Dr. Douzart asked the President's permission to present the plan to the School Board, and the President gave her directives to get with the Superintendent and bring the plan back to the meeting. Dr. Douzart presented the plan to the Superintendent in January 2021. The President's previous directives prompted Dr. Douzart to meet with Dr. Goree on October 5, 2021. Mr. Nations thanked the Dads on Duty and acknowledged the movie that Mr. Will Smith funded for the school. Mr. Nations officially welcomed Mr. Dixon to the Board after winning District 7.

**Adjourn.** *Ms. Trammel moved, seconded by Mrs. Bell, to adjourn. Vote on the motion carried, with Mrs. Tharpe and Mr. Riall not present at the vote. The meeting adjourned at approximately 8:10 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John L. Albritton, President

**December 9, 2021**  
**CPSB Ad Hoc Committee Meeting**  
CPSB Mask Mandate Revision

**Members present:** Chair Don Little, Jasmine Green, and Christine Tharpe. Also present were Superintendent Lamar Goree, Board Attorney Reggie Abrams, and Board members Mary Trammel and Darrin Dixon.

Chair Don Little called the meeting to order at approximately 2:00 p.m., and a quorum of the committee was present.

**Confirm the Agenda.** *Ms. Green made the motion, and Mrs. Tharpe seconded. The committee confirmed the agenda as submitted.*

**Presentation of Approved Action of CPSB on November 16, 2021.** Chair Don Little stated the approved action of the Caddo Parish School Board on November 16, 2021, as follows: Implement a mask-optional protocol and aligned quarantine guidelines effective end of day December 3, 2021, contingent upon a Caddo Parish COVID-19 positivity rate of less than 5 percent, with universal masking reinstated upon two consecutive weeks of positivity ratings about 5 percent.

**Committee Discussion** The Committee discussed the proposed revision.

**Committee Proposal** The Committee recommended to the Caddo Parish School Board to amend the previous action of the Caddo Parish School Board of November 16, 2021, as follows: 1) Maintain a mask optional protocol with aligned quarantine guidelines; 2) Remove the requirement of universal masks when there is a Caddo Parish COVID-19 positivity rating above 5 percent for two consecutive weeks; and 3) Authorize Superintendent to implement universal masking if required by the Governor, United States President, or other laws or rules that control Caddo Parish School Board. *Mrs. Tharpe moved, seconded by Ms. Green. Vote on the motion carried unanimously, and the item will be added to the December 14, 2021, CPSB Meeting agenda.*

**Visitors.** None

**Adjourn.** *Ms. Green moved, seconded by Mrs. Tharpe, to adjourn. Vote on the motion to adjourn carried, and the meeting adjourned at approximately 2:15 p.m.*

**December 7, 2021**  
**CPSB Executive Committee Work Session**

**Members present:** John Albritton, Jasmine Green, and Tony Nations. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, and Board members Steve Riall, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, and Dottie Bell.

President John Albritton called the meeting to order at approximately 4:30 p.m., and Board Member Dottie Bell led the Invocation and Pledge of Allegiance.

Mr. Darrin Dixon was administered the oath of office as CPSB District 7 Representative.

**ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA**

Superintendent Goree highlighted items for the Board's consideration at the December 14, 2021 meeting, and discussion ensued.

8.02 Consideration of Request for ITEP Tax Exemption for Custom Retail Store Fixtures, LLC Corey LeBlanc, CFO of Custom Retail Store Fixtures, LLC, explained the company installed new equipment and applied for industrial tax exemption. Ms. Trammel asked about the number of employees, and Mr. LeBlanc stated twenty-three employees at the time of the application. Mr. Rachal asked if the amount of tax abated is \$4500.00. Mr. Howard confirmed. Mrs. Bell asked for the scope of the business. Mr. LeBlanc explained when new stores open, they provide the fixtures, showcases, etc. Ms. Green asked if the employees hired are local, and Mr. LeBlanc confirmed. Mr. Dixon thanked Mr. LeBlanc for coming and cautioned him that job retention is essential. Mr. Riall asked when was the company founded, and Mr. LeBlanc stated in 2007. Mr. Riall asked did the company currently have any tax exemptions, and Mr. LeBlanc said they had all expired. Dr. Douzart asked if the company continued to grow, would there be an opportunity to hire some of our students? Mr. LeBlanc answered yes. Mr. Nations suggested this item be placed on the consent agenda, and Ms. Green stated she does not want the item on consent. Later in the meeting, Ms. Green agreed to put this item on the consent agenda.

Mr. Little asked for consideration to remove the 5% criteria on mandatory masking and replace it with a statewide or national masking mandate. Mr. Albritton asked that Mr. Little restate in the form of a motion. Mr. Little responded, "move to remove the 5% in two-week criteria masking mandate and reinstate in deference to statewide or national mask mandate". Ms. Green suggested this be sent to committee and recommended to the Board. Mr. Albritton asked Mr. Little to chair the committee, along with Ms. Green and Mrs. Tharpe. Mr. Abrams stated two choices: send to committee or put on the agenda 24 hours before the next meeting. Dr. Vinson stated it is his understanding to add an item to the agenda, it must be unanimous approval of the members present. Mr. Albritton said that applies to adding an item to the consent agenda. Mr. Abrams said that applies to adding an item on the meeting day.

President Albritton announced that the following are the proposed consent agenda items: 6.01-6.04, 7.01, 8.01-8.03, 13.01

*Mr. Nations moved, seconded by Ms. Green, to approve the proposed agenda and consent agenda for the December 14, 2021 CPSB meeting as presented. Vote on the motion carried.*

**POLL AUDIENCE**

The following visitors addressed the Board: Jon Glover, Shreveport, LA expressed her concern regarding policy on public comments; Mr. Mohammed, Shreveport, LA shared his concerns on Agenda Item 8.02; Breka Peoples, Shreveport, LA stated her appreciation to the Board; Jon Glover returned to the podium with her concern about the application for ITEP Tax Exemption from Custom Retail Store Fixtures; Katie McClain, Shreveport, LA stated her disappointment with the Board; Carla Collins, Shreveport, LA expressed the need for a liaison between the Board and the Parents.

**Adjournment.** *Mr. Nations moved, seconded by Ms. Green, to adjourn. Vote on the motion carried,* and the meeting adjourned at approximately 5:35 p.m.

**December 14, 2021**  
**CPSB Meeting**

**Members present:** Steve Riall, Terence Vinson, Don Little, Dr. Bonita Douzart, Jasmine Green, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. T. Lamar Goree, Secretary, and Reggie Abrams, Board Counsel.

President John Albritton called the December 14, 2021 meeting to order, and Mrs. Bell led the Invocation and the Pledge of Allegiance.

**Consideration of Minutes of the CPSB Meeting** *Tony Nations moved, seconded by Darrin Dixon, to approve the minutes of November 2, 2021, November 16, 2021, and December 9, 2021, CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**Visitors** The following visitors addressed the Board: Jon Glover, Shreveport, LA voiced her opinion of the Superintendent over the past eight years; Jackie Lansdale, Shreveport, LA stated she read Senior Essays and recapped trauma that our students experience and reminded the board to share love and grace with the students we serve each day. Jayne Tappe stated CPSB Policy regarding the role, duties, qualifications, and expectations of elected Board Members.

**Presentations and Recognitions** Director of Communications, Charnae McDonald, presented the video wrap-up and highlighted the successes of 2021. Mr. Albritton asked if anyone wanted to speak on the renaming of the Huntington High School Football Field in memory of Coach Tony Rhodes. Jon Glover spoke on behalf of Mrs. Wimberly and stated she supported the name change for the Huntington facility in memory of Coach Tony Rhodes.

**Establish the Agenda and the Proposed Consent Agenda** Superintendent Goree highlighted items for the board's consideration. President Albritton announced that items 6.01-6.04, 7.01, 8.01-8.03, and 13.01 are on the consent agenda. *Dr. Vinson made a motion to remove all items from the consent agenda that did not have backup documentation, seconded by Ms. Green.* He then stated this was not a motion, but simply a request. Mr. Abrams explained his request for a point of order must be raised on each item that does not contain the required backup documentation. He further explained agenda Item 8.04 was referred to committee, and the committee met, then recommended the item be added to the Agenda, and a majority vote is required, not a 2/3 vote. Dr. Vinson read the policy stating that the board cannot act on any agenda item for which backup material was not provided before or during the executive work session except bond agenda items. However, any agenda item could be considered for school board action with a 2/3 vote of members present regardless of when backup material information was provided to the board. Mr. Abrams explained that applied to all items other than 8.04 because that particular agenda item went to committee. Dr. Vinson asked to go on record, stating the board should consider changing the policy. *Mary Trammel moved, seconded by Darrin Dixon, to establish the agenda and consent agenda for the December 14, 2021 CPSB meeting as presented. Vote on the motion carried, with Board Member Vinson opposed.*

**Confirm the Consent Agenda** *Dottie Bell moved, seconded by Steve Riall, to confirm the consent agenda. Vote on the motion carried, and the following is a summary of the board's action on the consent agenda items.*

**6.01 Personnel Transactions Report (Recommendation).** The board approved the personnel recommendation as recommended by the Superintendent and submitted in the electronic mailout.

**6.02 Administrative Contract Renewals.** The board approved the Administrative Contract Renewals as recommended by staff and submitted in the electronic mailout.

**6.03 Personnel Transactions (Resignations).** The board approved the personnel transaction report (resignations) as recommended by staff and submitted in the electronic mailout.

**6.04 Personnel Leaves (Certified and Classified).** – The Board approved the request for leaves as recommended by staff and submitted in the electronic mailout.

**7.01 Purchasing Bids.** The board approved the following bids as recommended by staff and submitted in the electronic mailout on the bid tabulation sheets: (1) Mr. Curtis Joseph Jr. of Winchell & Joseph LLC and Mr. Jonathon D. Blake of Hammond, Sills, Adkins, Guice, Noah & Perkins LLP, Bid #RFQ 02-22-Administrative Disciplinary Hearing Officers; and (2) Delta Fuel Company LLC Bid #090-22-Engine Oil; and (3) Southern Tire Mart Bid #07T-22-Tires; and (4) A+ School Supplies Bid 06S-22-Student Backpacks & Supplies; and (5) Eric Armin Inc. dba EAI



**December 14, 2021  
CPSB Meeting**

Education Bid 05C-22-Calculators.

**8.01 Property/Bus Rental Requests.** The board approved the request for the use of CPSB properties and/or buses as recommended by staff and submitted in the electronic mailout.

**8.02 Consideration of Request for ITEP Tax Exemption for Custom Retail Store Fixtures, LLC.** The board approved the request for ITEP Tax Exemption for Custom Retail Store Fixtures, LLC as recommended by staff and submitted in the electronic mailout.

**8.03 Revision to Personnel Evaluation Plan.** The board approved revisions to the 2021-2022 Personnel Evaluation Plan as recommended by staff and submitted in the electronic mailout.

**13.01 Student Readmission Appeal Hearings.** The board approved the appeal for students TH, MP, TM, and JS as recommended by staff and whose parents agree and submitted it in the electronic mailout.

**8.04 Consideration to Amend 2021 COVID Mask Mandate approved November 16, 2021** *Steve Riall moved, seconded by Mary Trammel, to call for the question. Vote on the motion carried, with Board Members Vinson, Little, Rachal, and Nation opposed. Don Little moved, seconded by Barry Rachal, to approve the recommendation from the AD Hoc Committee to amend previous action of the Caddo Parish School Board of November 16, 2021 as follows: 1) Maintain mask optional protocol with aligned quarantined guidelines; 2) Remove the requirement of universal masks when there is a Caddo Parish COVID-19 positivity rating above 5 percent for two consecutive weeks; and 3) Authorize Superintendent to implement universal masking if required by the Governor, United States President, or other laws or rules that control the Caddo Parish School Board. Vote on the motion carried, with Board Member Vinson and Board Member Green opposed.*

**8.05 Election of 2022 CPSB Officers** *Darrin Dixon moved, seconded by Barry Rachal, to nominate the following 2022 CPSB Officers: President Tony Nations, 1<sup>st</sup> Vice President Dottie Bell, 2<sup>nd</sup> Vice President Steve Riall. Vote on the motion carried with Don Little and Dr. Bonita Douzart abstaining, and Jasmine Green not present at the vote.*

**8.06 Approval of President's Use of Facsimile Signature** *Mary Trammel moved, seconded by Darrin Dixon, to approve the President's use of facsimile signature. Vote on the motion carried unanimously.*

**Announcements** Mr. Rachal wished everyone a Merry Christmas. Mr. Little thanked everyone for the gifts and said he had requests to write on the request form for staff response. Mrs. Bell enjoyed the fellowship at the Board Luncheon and wished everyone a safe and Merry Christmas. She also invited everyone to Huntington for the presentation to the choir. Dr. Douzart wished everyone a restful and safe return. She suggested a nominating committee with at least three members for the upcoming year. Mr. Nations thanked everyone for the gifts and wished everyone a lovely holiday. He also stated the vote for President humbled him. He hoped to do a good job and represent well, with the end goal to educate kids.

**13.02 Superintendent's Evaluation and Review of Goals** *Steve Riall moved, Barry Rachal seconded, to move to Executive Session for 30 minutes. Vote on the motion carried unanimously. Mary Trammel moved, seconded by Dr. Douzart, to accept the Superintendent's evaluation, performance goals, and modifications to the performance goals for the 2022 calendar year, and authorize the Board President to evaluate whether the Superintendent is entitled to incentive pay based on his achievements relative to the Board goals as presented. Vote on the motion carried unanimously, with Darrin Dixon not present at the vote.*

**Adjournment** *Mary Trammel moved, seconded by Steve Riall, to adjourn. Vote on the motion carried, with Jasmine Green and Darrin Dixon not present at the vote. The meeting adjourned at approximately 6:25 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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John Albritton, President

**January 4, 2022**  
**CPSB Executive Committee Work Session**

**Members present:** Tony Nations, Dottie Bell, and Steve Riall. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, and Board members Jasmine Green, Dr. Terence Vinson, Don Little, Mary Trammel, Barry Rachal, Darrin Dixon, and John Albritton

President Tony Nations called the meeting to order at approximately 4:40 p.m., and the Invocation and Pledge were led by Steve Riall in the previous Special Session Meeting.

**PRESENTATIONS**

**State of the District** Superintendent Lamar Goree shared a video capturing 2021 that featured highlights of the District's accomplishments and opportunities during the last school year:

- Adopted *Big Dreams Start Here* strategic plan
- 17 National Merit Semifinalist
- 6 current students with perfect ACT scores
- Louisiana Elementary Student of the Year Winner
- Louisiana Principal of the Year Winner
- Maintained in-person learning throughout 2021
- Achieved highest single-year surplus in decades
- Invested in competitive incentives/stipends designed to recognize and reward employees
- Continued implementation of 1:1 device deployment
- Provided free high-quality meals to all students
- Accelerating student learning to address achievement gaps and lost learning
- Gather data and expertise to guide long-range planning and decision making
- Ensure stability in financial resources to support district operations

**Academic Division Opportunities include:**

- Create a long-term plan to ensure high-quality learning environments
- Enhance student learning opportunities across content areas and programs
- Implemented professional development to support teachers and staff
- Develop unique action plans for schools based on their strengths and challenges

**Human Resources Division Opportunities include:**

- Reduce both certified and classified vacancies
- Increase professional development opportunities specifically designed for employee growth and retention
- Improve employee morale
- Evaluate all positions for efficiencies to ensure job descriptions aligned to district priorities

**Finance Division Opportunities**

- Address declining student enrollment
- Maintain revenue sources to ensure stability in district operations
- Review and implement strategies to support efficiencies

**Operations Division Opportunities include:**

- Address supply chain issues that created difficulties across divisions
- Continue to determine the best future use of off-lined facilities
- Manage the process to operate and maintain facilities that are an average age of 76 years old

**State of the District Continued**

- Academic excellence for all children will continue to be our defining mission
- We remain focused on the safety of students and staff
- Investing in the highest-quality teachers and staff must be a top priority
- We are a district amid change, but we are resilient and ready for what lies ahead

Dr. Goree concluded by thanking the Board because they faced many challenging decisions during 2021, but continued to support advancing opportunities for children.

**2022 Millage Information** Jeff Howard, Chief Financial Officer, stated the three primary sources of revenue for the school system is MFP from the state (per-pupil funding), Property Tax Revenue, and Sales Tax Revenue. He announced that on April 30 Caddo Parish voters would have the opportunity to renew three property tax millages to continue to fund basic operations of the school system. He explained that a mill was a means of assessing a property tax, and one mill is equal to 1/10 of a cent. Mr. Howard stated the proposal before the Board was not a new millage nor an increase in the tax rate. He added three property tax millages up for renewal account for approximately

47% of the District's total property taxes. Mr. Howard explained staff is asking the Board to consider placing the ballot measure before voters at the current millage rate, which is less than what voters approved in 2013. The breakdown of the three millages are as follows: Operations and Maintenance (17.00 mills), which generates \$31.9 million (General Fund) annually used for salaries/benefits, maintenance and operation of district classrooms and sites, fuel and upkeep of bus fleet, and curriculum and resources; Operations and Maintenance Support (11.19 mills), which generates \$21 million (General Fund) annually used for salaries/benefits, maintenance and operation of district classrooms and sites, fuel and upkeep of bus fleet, and curriculum resources; Building and Equipment (6.82 mills), which generates \$12.6 million (Capital Projects) annually used for maintenance of district facilities, upgrades to campuses for ADA, Title IX compliance, HVAC upgrades, and overall improvements to aging buildings. Mr. Howard explained since 2011 Caddo Parish has reduced its millage rate by 3.43 mills, and since 2001 reduced by 11.26 mills. He added Caddo refinanced interest rates 10 times to save taxpayers more than 7.3 million since 2002. Mr. Howard reminded April 30, 2022 was election day. Mr. Riall asked when was the last time the Bond and Interest Debt Service Fund was renewed. Mr. Howard responded that 3 or 4 years ago, the voters approved the 88.3 million bond for the HVAC, busses, security upgrades

### **Redistricting Benchmark Presentation by Mr. Floyd of Data Center, LLC**

Mr. Floyd introduced himself as the President and Chief Demographer of Data Center, LLC. He noted that with over 40 years of experience, Data Center was the most experienced redistricting company in the state. He stated that the 2020 Census was released. The Parish of Caddo has a population of 237,848, down from 254,969 with the 2010 Census, reflecting a population loss of 17,121 (6.71%). He explained with being consistent with state law Revised Statute 13:1411, the population from the 2020 Census had been applied to your 12 school board districts. Mr. Floyd stated the Benchmark Plan was the starting part for redistricting. The Benchmark Plan shows a deviation of 39.41%. He explained the deviation percentage was calculated by the Parish Population then divided by 12. That equals your ideal district size, which is 19,821. Then you subtract the largest district population (District 9 – 24, 830) from your smallest district population (District 5 – 17,018), which was calculated to be 7,812. Then you divide that number into your ideal district size, and your deviation percentage is 39.41%. The Federal Rule is a 10% deviation. He added that Data Center had applied the 2020 Census to the current plan adopted after the 2010 Census. The 2020 Census population confirmed the following – District 1 (20,214), District 2 (18,931), District 3 (17,292), District 4 (18,656), District 5 (17,018), District 6 (18,772), District 7 (17,845), District 8 (20,589), District 9 (24,830), District 10 (21,893), District 11 (20,608), District 12 (21,200). Mr. Floyd explained the range of +/- 5% was used in redistricting, and Caddo has four districts within that range– District 1, District 2, District 8, and District 11. Districts below that range were District 3, District 4, District 5, District 6, and District 7, and the three districts above that range were District 9, District 10, and District 12. He explained the seven steps of criteria for redistricting: (1) Population equality in each District, with 10% deviation in this plan; (2) Compliance with the Voting Rights Act; (3) Each District should be compactness; (4) Each District should be Contiguous; (5) Incumbency should be considered; (6) Consideration should be given to natural, geographical, and political boundaries; (7) Consideration should be given to keep intact communities with established ties of common interest and association, whether historical, racial, economic, ethnic, religious, or other. Mr. Floyd added State Law requirements include governing split precincts and precinct splits in a District-RS 17:71.3 (E) (2) (a) with no precinct divided into more than two districts and no school board district shall contain more than three divided precincts. He stated the Redistricting Plan must be adopted by June 22, 2022, 4 weeks before qualifying for office, which is July 20-22, 2022. The Primary Election will be on November 8, 2022. Mr. Floyd offered a Resolution that stated, "The Caddo Parish School Board hereby declares that a redistricting of the school board member election districts must commence to adjust the district populations to be within ten (10%) percent deviation of the ideal district population of 19,821". Mr. Floyd added Data Center would meet with school board members, individually and in groups, at Central Office to explore options to draft a redistricting plan. Mr. Riall asked whether the Board could have more than 12 Districts with the changing population. Mr. Floyd answered the legal limit is 15, but that would be a board decision. Mr. Rachal thanked Mr. Floyd for explaining the formula that determined the 39.41%. Mr. Rachal requested a precinct map for the parish and current district maps for each school board member. Mr. Rachal asked when Mr. Floyd would be prepared to meet with board members to give a preliminary report. Mr. Floyd had not sketched a plan, but after meeting with board members, the process to develop the redistricting plan would begin. He added that he would work through the Superintendent's office to schedule meetings during January. Mr. Floyd stated it would

be beneficial for group meetings with adjacent districts. Ms. Green asked if Mr. Floyd had any idea how the redistricting would look. He replied that he did not because he must talk with all board members. He stated he was here to present the Benchmark Plan and then look at options for redistricting. Mrs. Bell requested to meet with Mr. Floyd to learn about the process, and then she will meet with other board members. Mr. Albritton asked whether the precincts would change along with the redistricting. Mr. Floyd answered that new precincts would be added or deleted, and there are limitations to splitting precincts. Mr. Floyd stated he would look at the total population and how that precinct would impact the 10% deviation. That is what would determine if the precinct needed to split. Mr. Abrams reminded the Board that the contract with Data Center, LLC provided meetings, both individually and in groups. Mr. Nations noted placing the Resolution for Redistricting required a vote. Mr. Floyd stated he looks forward to working with the Caddo Parish School Board.

#### **ESTABLISH AGENDA AND CONSENT AGENDA FOR JANUARY 18, 2022 CPSB MEETING**

Dr. Goree highlighted items for the Board's consideration at the January 18, 2022 CPSB meeting, and the following discussion ensued.

**Mrs. Trammel asked that the following be added to the agenda** "8.06 Consideration of Resolution declaring that the redistricting of the school board member election districts must commence to adjust the district populations to be within ten (10%) percent deviation of the ideal district population". This item was placed on the consent agenda.

President Nations announced the following items are on the consent agenda for the January 18, 2022 CPSB Meeting: Items 6.01-6.02, 8.01-8.06, and 13.01.

#### **PRESENTATION OF PROPOSED AGENDA AND CONSENT AGENDA**

*Mrs. Bell moved, seconded by Mr. Riall, to approve the proposed agenda and consent agenda for the January 18, 2022 CPSB meeting as presented. Vote on the motion carried.*

#### **POLL AUDIENCE**

Jackie Lansdale, Red River United, and Dawn Jordan, Caddo Association of Educators, voiced support for the millage renewal and were committed to doing what is necessary for the millage renewal to be successful.

#### **ANNOUNCEMENTS**

Mrs. Bell invited everyone to the memorial service for Coach Tony Rhodes at noon on January 15, 2022 at Huntington High School. She thanked the board members for their vote to rename the football field in his memory.

#### **ADJOURN**

*Mrs. Bell moved, seconded by Mr. Riall, to adjourn. Vote on the motion carried, and the meeting adjourned at approximately 5:45 p.m.*

**January 4, 2022**  
**CPSB Special Session**

The **Caddo Parish School Board (CPSB)** met in special session on Tuesday, January 4, 2022, at 4:30 p.m. in the boardroom at 1961 Midway, Shreveport, Louisiana. Board members present: Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Mary Trammel, Darrin Dixon, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Superintendent Lamar Goree and Legal Counsel Reginald Abrams.

President Nations called the meeting to order at approximately 4:30 p.m., and Steve Riall led the Invocation and Pledge of Allegiance.

**Renaming of Huntington High School Football Field in Memory of Coach Tony Rhodes**

*Mrs. Bell moved, seconded by Ms. Trammel, to approve the renaming of the Huntington High School Football Field in memory of Coach Tony Rhodes. Vote on the motion carried unanimously.*

**Adjournment.** *Ms. Trammel moved, seconded by Mr. Little, to adjourn. Vote on the motion to adjourn carried unanimously, and the meeting adjourned at approximately 4:40 p.m.*

**January 18, 2022  
CPSB Meeting**

**Members present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, and Dottie Bell. Also present were Dr. T. Lamar Goree, Secretary, and Reggie Abrams, Board Counsel.

President Tony Nations called the January 18, 2022 meeting to order, and Mr. Riall led the invocation and the Pledge of Allegiance.

**CONSIDERATION OF THE MINUTES OF THE DECEMBER 7, 2021, and DECEMBER 14, 2021 CPSB Meetings** *Barry Rachal moved, seconded by Dottie Bell, to approve the minutes of the December 7, 2021, and December 14, 2021, CPSB meetings as submitted in the electronic mailout. Vote on the motion carried.*

**PRESENTATIONS AND RECOGNITIONS**

Charnae McDonald, Director of Communications, presented a video highlighting Luka Mikaberidze, a 6th grader at Caddo Middle Magnet. He introduced the top January stories across the Caddo Parish Public Schools district. Mikaberidze was the former 2021 Louisiana Elementary Student of the Year. Caddo Schools announced the district 2022 Students of the Year: **Elementary Student of the Year:** Eden Trainor, Eden Gardens Elementary Magnet; **Middle School Student of the Year:** Shrivats Manikandan, Caddo Middle Magnet; **High School Student of the Year:** Trinity Blankenship, C.E. Byrd High School District. Also announced were the 2022 Teachers of the Year for Caddo Schools: **Elementary School Teacher of the Year:** Mary Riggs, Walnut Hill Elementary/Middle School; **Middle School Teacher of the Year:** Jordan Edwards, Walnut Hill Elementary/Middle School; **High School Teacher of the Year:** Karen Soileau, Caddo Parish Magnet High School. Students at University Elementary shared what they thought a school board member does for a school district in honor of National School Board Recognition Month. The University students thanked the board members for their service.

**VISITORS**

The following visitors addressed the Board on matters of interest/concern: Kingston Willis, student and People's Promise Representative regarding the mask mandate; Scott Brownsell regarding redistricting, complimented the video, and encouraged to share with parents; Jon Glover stated she enjoyed the video although it did not show struggling students and noted millage renewal concerns; Jackie Lansdale, Red River United, expressed appreciation for the first part of hero stipend, noted anniversary of RR United, and concerned about paraprofessional compensation for covering classes.

**ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA**

Superintendent Goree highlighted items for the Board's consideration, and the following discussion ensued. President Albritton announced the following items are on consent: 6.01-6.02, 8.01-8.06, and 13.01

*Mr. Dixon moved, seconded by Mr. Riall, to establish the agenda and consent agenda for the January 18, 2022 CPSB meeting as presented. Vote on the motion carried.*

**CONFIRM THE CONSENT AGENDA**

*Ms. Trammel moved, seconded by Mr. Dixon, to confirm the consent agenda. Vote on the motion carried, and the following is a summary of the Board's action on the consent agenda items.*

6.01 Personnel (Recommendations). The Board approved the personnel recommendation(s) as recommended by the Superintendent and submitted in the electronic mailout.

6.02 Administrative Contract Renewals. The Board approved the Administrative Contracts as recommended by staff and submitted in the electronic mailout.

8.01 Property/Bus Rental Requests. The Board approved the requests for the use of CPSB property as recommended by staff and submitted in the electronic mailout.

8.02 To consider and take action with respect to adopting a resolution authorizing the incurring of debt and issuance of \$9,500,000.00 of General Obligation School Bonds, Series 2022, of the Parishwide School District of Caddo Parish, Louisiana; and providing for other matters in connection therewith. The Board approved the Resolution authorizing the incurring of debt and

issuance of \$9,500,000 of General Obligation School Bonds, Series 2022, of Parishwide School District of Caddo Parish, Louisiana; and providing for other matters in connection therewith.

8.03 Consideration of Approval of Modified Right of Way and Easement. The Board approved the modified Right of Way and Easement, proposed Resolution and Extract of Resolution, and Release of Portion of Servitude as recommended by staff and submitted in the electronic mailout.

8.04 Consideration of Resolution and Extract of Resolution to Request for Louisiana State Mineral Board Advertisement. The Board approved the proposed Resolution and Extract of Resolution to solicit bids for oil and gas leases on Caddo Parish School Board Property as recommended by staff and submitted in the electronic mailout.

8.05 To consider and take action with respect to adopting a resolution ordering and calling a special election to be held in the Parishwide School District of Caddo Parish, Louisiana, to authorize the renewal of ad valorem taxes therein; making application to the State Bond Commission and providing for other matters in connection therewith. The Board approved to adopt a resolution ordering and calling a special election to be held in the Parishwide School District of Caddo Parish, Louisiana, to authorize the renewal of ad valorem taxes therein; making application to the State Bond Commission and providing for other matters in connection therewith as recommended by staff and submitted in the electronic mailout.

8.06 Consideration to approve Resolution declaring that the redistricting of the school board member election districts must commence to adjust the district populations to be within ten (10%) percent deviation of the ideal district population as recommended by staff and submitted in the electronic mailout. The Board approved Resolution declaring that the redistricting of the school board member election districts must commence to adjust the district populations to be within ten (10%) percent deviation of the ideal district population as recommended by staff and submitted in the electronic mailout.

13.01 Student Readmission Appeal Hearings. The Board approved the following appeals recommended by staff and submitted in the electronic mailout: Student KQ and parents are in agreement, and Student DW and the Office of Juvenile Justice are in agreement.

**CAPITAL PROJECTS/CONSTRUCTION BIDS.** Mr. Riall moved, seconded by Dottie Bell, to approve the following bids as submitted in the electronic mailout on the bid tabulation sheets: *(1) The Payne Company (Not OCC\*), Shreveport, LA, with a Base Bid, Alternate 1, Alternate 2, and Alternate 3 for the sum total of \$1,150,000.00 for Project 2023-803. Budget amount \$1,250,000.00 Charge to ESSER Funds, "North Caddo Elementary Middle HVAC Upgrades"; (2) Byrnes Mechanical (Not OCC\*), West Monroe, LA, with a Base Bid, for the sum total of \$1,220,00.00. Budget amount \$1,000,000.00 Charge to ESSER Funds, "Sunset Acres HVAC Upgrade"; (3) Hamm Mechanical (Not OCC\*), Shreveport, LA, with a Base Bid, Alternate 1, and Alternate 2 for the sum total of \$1,165,000.00 for Project 2023-801. Budget amount \$1,000,000.00 Charge to ESSER Funds, "Fairfield HVAC Upgrade"; (4) Byrnes Mechanical (Not OCC\*), West Monroe, LA, with a Base Bid, Alternate 1, Alternate 2, and Alternate 3 for the sum total of \$2,051,500.00 for Project 2023-751. Budget amount \$2,000,000.00 Charge to 2019 Bond Funds, "Green Oaks HVAC Upgrade"; (5) FitzGerald Contractors (Not OCC\*), Shreveport, LA, with a Base Bid, Alternate 1 and Alternate 2 for the sum total of \$1,069,900.00 for Project 2023-807. Budget amount \$1,000,000.00 Charge to ESSER Funds, "Caddo Heights HVAC Upgrade"; (6) The Payne Company (Not OCC\*), Shreveport, LA with a Base Bid, Alternate 1, and Alternate 2 for the sum total of \$1,465,000.00 for Project 2023-750. Budget amount \$2,000,000.00 Charge to 2019 Bond Funds, "Southwood HVAC Phase 1". Vote on the motion carried, with Ms. Green not present to vote.*

**ANNOUNCEMENTS AND REQUESTS.** Mr. Howard mentioned that our Bond Counsel from Foley and Judell, Grant Schlueter and Brennon Black, were in the audience for the bond and millage agenda items and our Municipal Advisor, Lucius McGehee. Dr. Douzart thanked President Nations. She stated she had bragging rights that she wanted to share. She noted the campus on the west side, and the canopies at Fair Park looked so good. She stated the campus looked better than it had in years. Dr. Douzart noted during the first part of the school year, she checked the west side of the campus where there were weeds and other debris, and now it was presentable to visitors. Dr. Douzart added that the canopies looked good at Queensborough Elementary and stated that all of the schools in her district looked good. She would be happy to tour out-of-town visitors around to show the beautiful campuses. Mrs. Bell thanked her colleagues for voting to rename the practice field at Huntington after Coach Tony Rhodes. The ceremony was Saturday and was beautiful. Mrs. Bell also wanted to brag about

District 12, with two Teachers of the Year and one Principal of the Year from one district. Ms. Trammel extended congratulations to Mrs. Bell. She commended District 6 staff for the work done on the baseball dugout. Dr. Goree thanked the Board for the renaming of the field at Huntington. He added he had played for Coach Rhodes for four years, and the football field named in his memory was well deserved.

**ADJOURNMENT.** *Ms. Trammel moved, seconded by Mr. Albritton, to adjourn. Vote on the motion carried, with Ms. Green not present at vote, and the meeting adjourned at approximately 5:30 p.m.*

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T. Lamar Goree, Ph.D., Secretary

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Tony Nations, President



**January 18, 2022**  
**CPSB Building, Grounds, and Security Committee**

**Members present** - Chair Mary Trammel, Jasmine Green, Christine Tharpe, Tony Nations, and Dottie Bell. Also present were Superintendent Lamar Goree and Attorney Reggie Abrams; Board members Dr. Terrence Vinson, Barry Rachal, John Albritton, and Steve Riall.

Ms. Trammel called the meeting to order at approximately 2:30 p.m., and Mr. Riall led the invocation and Pledge of Allegiance.

**1.03 Confirm the Agenda as Submitted**

*Mrs. Bell moved, seconded by Mrs. Tharpe, to confirm the agenda as submitted. Vote on the motion carried.*

**1.04 Athletic Field Committee Overview**

Mr. Greer, Chief of Operations, explained the Athletic Field Committee consists of six members, including himself – Steve White, Tommy Smith, Marvin Alexander, Victor Mainiero, and Anthony Tisdale with the purchase to determine standard features for CPSB athletic fields and facilities. The committee was charged to create a list of priority projects and possible timelines. The focus sites were Lee Hedges, BTW, Northwood, and North Caddo. Mr. Greer recapped the four meetings the committee held up to this date. The committee met on November 3, 2021, discussed a rating rubric that would give feedback on the overall condition of the facilities, and created a survey that allowed meaningful information to determine what direction we should move. On November 16, 2021, the results were compiled based on the survey analysis and confirmed the priorities based on the survey feedback. Mr. Greer stated on December 6, 2021, a paper meeting was held and the topic of funding opportunities and funding alternatives were introduced. The fourth meeting was held on January 13, 2021, where projection system quotes were discussed for Lee Hedges Stadium. He noted that Lee Hedges is our flagship facility. Mr. Greer added that Jeff Howard, CFO, attended the last meeting and shared information from the financial standpoint. Mr. Greer added each committee member visited each site and the areas of focus on the survey included: ADA compliance, safety and lighting, restroom quality, locker room quality, sound system, playing surface, usage rate, and parking. The site ratings by each committee member were taken and then averaged, with the rating results as followed: BTW (125) 20.8/40, Lee Hedges (168) 28/48, Northwood (134) 22.3/40, North Caddo (107) 17.8/40. The survey included opinionated views of the committee members. He noted common comments regarding the facilities: BTW - field upgrade, grass field, and parking need attention; Lee Hedges - restrooms and locker rooms need improvement, needs true flagship facility characteristics, continued maintenance of the facility was an issue; Northwood - lots of daily traffic, field house issues, 2<sup>nd</sup> most used facility, restroom facilities, needs turf; North Caddo – loss use due to distance, ADA compliance improvements needed, parking ramp needed, no visitor locker room, restrooms on both sides need upgrading. Mr. Greer added the committee reached a consensus on the recommendation standards: turf fields, upgraded field houses where needed, LED lights for efficiency, ADA compliance, and scoreboards. He explained the committee made recommendations for Tier I projects – 1) based strictly on the usage rate, the Tier I priority would be a turf field for Northwood, BTW, then North Caddo; 2) based on LED lighting currently in place, the priority would be North Caddo, BTW, then Northwood; 3) ADA Compliance – priority would be North Caddo and Northwood; 4) Scoreboard – priority would be North Caddo. Mr. Greer added recommendations for Tier II projects would be – 1) Parking – priority would be BTW; 2) Sound system upgrades – priority would be Lee Hedges, then North Caddo; 3) Aesthetics – priority would be Lee Hedges being flagship facility. Mr. Greer noted quotes were received for the Jumbotron at Lee Hedges and would be shared upon request. Also, he added the committee explored long-term possibilities for the Byrd baseball complex, with the understanding we are only months into a 10-year agreement with LSU-S. Mr. Greer noted the next steps were to identify possible funding sources and to look at opportunities to leverage current funds and capitalize on partnerships with those that utilize these facilities (e.g. YMCA, SPAR, private leagues, etc.). Also, identify potential timelines for implementation as this is an area that has gone without attention for more than 20 years. Ms. Green thanked Mr. Greer for the presentation. She asked for further explanation of the projection screen, and Mr. Greer compared it to the Jumbotron at Independence Stadium, but not to that magnitude in size. She asked if these improvements would be done over some time, for example, 10 years, because with the funds being used for the stadiums would her school be overlooked? He answered no specifics have been given as the cost analysis was in progress. Mrs. Tharpe stated Arthur Circle would be the perfect spot for the Byrd Baseball Complex. Mr. Greer agreed it would be large enough, but the challenge would be the community. Mrs. Tharpe stated she would be glad to host some meetings and talk about the possibilities. Mr. Riall asked about a prospective timeline for these projects. Mr. Greer answered it would be hopeful to begin for the upcoming school year, particularly with these fields, based on available funding. Dr. Vinson noted he would have liked for presentations such as these available on Board Docs so they could have

been previewed. He stated he would get with Mr. Greer to ask further questions regarding the Tier of these projects. Mrs. Bell asked if funding was available when schools travel to stadiums to play their games or must the school cover the cost? Mr. Greer responded there is no cost for the schools to play at the stadiums. Mr. Albritton asked why was this presentation made when no finances have been mentioned. Mr. Greer stated for informational purposes so that the Board would know what direction we hope to go. Dr. Goree added we systematically look at the projects and the order in which they should happen. The presentation was to keep the Board informed.

### **1.05 CPSB Property Updates**

Mr. Greer stated the current listings can be found on the CPSB website, and he reminded the Board that Alexander Learning Center sold in November 2021 for \$500,000.00. Mr. Greer updated the board on properties currently for sale: Barret Elementary, West 79<sup>th</sup> property, Timmons Elementary, Vacant Land (old MJ Moore)

### **1.06 Listing Agent's Report**

Mr. Greer introduced our listing agent, Laurel Brightwell. Ms. Brightwell noted there is an offer on Building 6, and the potential buyer and his representative were present in the meeting. She added interest was shown in Norris Ferry Property (20 acres), which CPSB purchased in 2002 for \$300,000.00 (.34 sq. ft.). Ms. Brightwell noted this property touches the tract of land the new Brookshires and shopping center will be built, and that tract of land sold in September 2021 to Brookshires for \$6.00 sq. ft. She reminded the Board the area has grown, and conversations need to take place regarding the plans for the property in the future. Mr. Abrams explained the property was originally purchased for a school site. Ann Dixon, the representative for Mr. Toups the potential buyer of Building 6, thanked the Board for allowing them to speak. She stated their offer of \$600,000.00 is based on comparison to the Dee Street Office Building, which is in excellent condition, has approximately \$350K of furnishings, and currently has tenants. Ms. Dixon noted Mr. Toups's interest in Building 6 is because he owns the five adjacent buildings. She reminded the Board Mr. Toups sold this building to CPSB in 2002 and stated it would improve the value to the other five buildings he owns if he brought this back into his complex of buildings. She noted the roof was scheduled to be replaced, and Mr. Toups included that to be delivered before closing or immediately after. Mrs. Tharpe asked how much did CPSB pay Mr. Toups in 2002 for the building, and Ms. Dixon answered \$550,000.00. Mr. Riall asked what is the current plan for Building 6. Dr. Goree noted last conversations were to go into partnership with some of our partners as related to truancy and how the building could be utilized as a one-stop-shop for the community. He added to be clear from the Strategic Plan adopted in 2014, we do not want to be in the landlord business; therefore, we felt it was our responsibility for this offer to be brought to the Board. Mr. Riall asked what was our requirement for pricing (e.g. lower price every 90 days). Dr. Goree stated when we began dealing with commercial agents, we do have more flexibility as to what we accept for the property as related to the appraisal. Mr. Abrams stated according to statute an appraisal must be done within 6 months, and that cost is approximately \$5,000.00. Mr. Abrams suggested using the same appraiser the cost should be less as he would update the current appraisal. On behalf of Mr. Toups, Ms. Dixon asked for a response to the offer before Friday, January 21<sup>st</sup> at 3:00 p.m. Mr. Rachal asked for details on the roof situation. Mr. Greer responded the district was in the process of doing a new roof for the cost of \$240,000.00 contingent on the one-stop-shop situation. Mr. Rachal asked would the next step be to meet with Ms. Brightwell as to if we would accept, reject, or counter offer. Dr. Goree said that would be the intention, and after agreeing with all parties involved, the committee would come back to the Board and the earliest that could happen would be February. Mr. Rachal asked that the new roof be taken into consideration regarding the value of the property. Ms. Green said when Clay Walker came before the Board with the proposal for Building 6 that benefited our students, she felt that was worth more than \$600,000.00. She added if that would cost the district more money, she would be willing to let it go. Ms. Green asked staff to make sure to choose the best solution for our students. Dr. Goree reminded the Board the purpose of bringing this issue to staff was to gather information as we move forward. Ms. Trammel asked if any of the current tenants in Mr. Toups's buildings are with the Juvenile Justice and the City, correct? Ms. Dixon replied they have a small space rented to Juvenile Justice. Mrs. Bell asked Mr. Greer to provide how much the district paid for insurance, maintenance, etc. on Building 6. Mrs. Tharpe noted it would have been helpful to have this information before this meeting, and stated our children are more valuable than \$600,000.00. Ms. Dixon expressed Mr. Toups would like to have a conversation with Volunteers for Youth Justice regarding rental space. Dr. Goree mentioned staff already has the numbers as to the cost for the building upgrades for the district to lease the property for the one-stop-shop. Mr. Rachal explained if the price were negotiated, it would be beneficial to add in a lease back option. Ms. Dixon stated this building would be valued at close to one million after all necessary improvements were done.

**1.07 Recommendations**

No Staff Recommendations

**1.08 Questions**

Mrs. Tharpe stated she received word the MPC, Mr. Alan Clark, would be willing to offer services to investigate what could be done with the properties owned by the Caddo Parish School Board, and how they could be used to best serve their communities. Mr. Riall asked Mr. Toups what was the reason for the immediate deadline on Building 6. Ms. Dixon responded they have an opportunity to respond to a state solicitation that would bring a tenant into the building. She noted she asked for an extension to March, and it was denied. The extension was given to February 15; therefore, she noted we have no alternative but to give the deadline of Friday, January 18. Mrs. Bell asked the reason for potential listings on some of the properties owned by CPSB. Mr. Greer answered those are small tracts of land, and no specific interest generated around these properties. He reminded the Board before any property can be listed it must come before the committee.

**1.09 Visitors**

None

**1.10 Adjourn**

*Mrs. Bell moved, seconded by Christine Tharpe, to adjourn. Vote on the motion carried and the meeting adjourned at approximately 3:30 p.m.*

**February 1, 2022**  
**CPSB Executive Committee Work Session**

**MEMBERS PRESENT** Tony Nations, Dottie Bell, and Steve Riall. Also present were Superintendent Lamar Goree, Attorney Reggie Abrams, and Board members Jasmine Green, Dr. Terence Vinson, Don Little, Mary Trammel, Barry Rachal, Darrin Dixon, and John Albritton

President Tony Nations called the meeting to order at approximately 4:30 p.m., and Jasmine Green led the Invocation and the Pledge of Allegiance.

**PRESENTATIONS** Mr. Burton, Chief Academic Officer, presented to the Board the district update with the Literacy Initiative as we enter 2022. He recognized key members of the district academic team, Angela Henry and Dr. Bridgette Green for their work and contribution as they worked directly with schools. He noted the State Department instituted a literacy initiative, which stated if we do these four things, we will see growth in literacy: 1) Schools must set quality goals around literacy 2) Give high-quality materials to teachers and time for interventions 3) Provide teachers with training 4) Involve parents. Mr. Burton added with the Caddo Plan we basically mirrored the State's four pillars. He stated in 2021 the Louisiana Legislature passed multiple pieces of legislation involving literacy, specifically Act 108 required K-3 teachers, principals, and instructional leadership teams to receive at least 52 hours of training around the science of reading between now and 2024. Mr. Burton shared the kindergarten readiness and third-grade reading data that showed the progression Caddo made prior to COVID. He added we must have a great sense of urgency around the impact of COVID on our kid's ability to be literate and mathematically literate, and our focus areas are resources, time, and expertise to make the necessary difference. Mr. Burton shared that literacy coaches would be assigned to schools that have the greatest literacy needs, monthly in-depth training with the school leaders to be presented back at their individual buildings. He added that the requirement of more time for grade-level instruction for K-5 was important, as well as time after school and during the summer. Mr. Burton explained a modified calendar request would be presented to the Board after Dr. Goree approved to give students a head start on their learning. Mr. Burton explained the focus areas as follows: Pillar 1-Resources and Time; Pillar 2-Leader and Teacher in Expertise in Literacy Instruction; Pillar 3-Partnerships with Families and the Community to Support Literacy. Mr. Burton highlighted Board Member Dr. Bonita Douzart and stated she had been pivotal with the requests she has made. She met with Dr. Goree several times pushing the emphasis on literacy and making sure we have a quality program. He added that she gave us resources and ideas and with her ideas, we now have school teams that read and log their reading. Mr. Burton explained at ArtBreak on Sunday, May 15 we would recognize the winning schools and their teams with literacy awards at the elementary level. He added that Dr. Goree would like for Dr. Douzart to join us on stage at the Shreveport Convention Center to make these presentations on May 15. Mr. Little thanked Mr. Burton for the presentation, and he asked if the data presented could be secluded to Caddo only. And Mr. Burton stated he would get that information, but reminded the Board that our plan is driven only by our data. Mr. Rachal asked if the extra 52 hours of training must be completed within the 2-year period. Mr. Burton answered they can complete as much as they want in the first year. Angela Henry explained the extra training is online, with modules and quizzes. Mr. Rachal asked about compensation for the leaders taking the extra 52 hours, and Ms. Henry responded they would be paid \$1000.00 from ESSER Funds. Mr. Rachal asked if the students attending summer school are typically the ones that have failed. Mr. Burton noted in the past we have had a remediation summer program, and that would still be offered. In addition to that program, we extend that offer to all students. He further explained we deal with the loss of credits and loss of learning, and our summer remediation program is our credit recovery. The loss of learning would be offered for all students because all students have been impacted the past 2-3 years. Mr. Rachal asked the plan to make sure parents/guardians are aware of the available programs. Mr. Burton confirmed the principals and teachers know the best way to communicate the information to the parents (e.g., social media, JCall, website, JText, parent meetings, zoom meeting, online registration, removing barriers such as uniforms, no fees, providing breakfast and lunch). Mr. Albritton asked how do you measure a student's literacy, and Mr. Burton answered with unified screeners approved by the State. Mr. Riall asked what was the expectation of literacy for a 3<sup>rd</sup> grader. Mr. Burton stated he would get examples of appropriate material for 3<sup>rd</sup> graders. Mrs. Bell asked if parents utilize the SPAR after-school program from 7 am to 6 pm, and could we partner with SPAR during the summer. Mr. Burton said he would look further into that partnership. Ms. Green thanked Dr. Douzart for being instrumental in the addition of the literacy award. Dr. Goree announced the Caddo Early

Childhood Community Network's Coordinated Funding Request is open for Public Comment. Ms. Glover asked where the information could be found regarding this item. Dr. Goree stated Mr. Burton would get with her and answer any questions.

**ESTABLISH AGENDA AND CONSENT AGENDA FOR FEBRUARY 15, 2022 CPSB MEETING** Dr. Goree highlighted items for the Board's consideration at the February 15, 2022 CPSB meeting, and the following discussion ensued.

**8.03 Begin the process to change the name of Oak Park Microsociety Elementary School to Oak Park/Bethune Elementary School.** Ms. Green asked Mr. Dixon if there was a deadline to have this done. He responded this request pre-dates him, but he wanted to go ahead and have it done being it will be of no cost to the school. Mr. Abrams stated the name will not be changed at the next meeting, but your vote will be to begin the process. Then, at the next board meeting, there will be a public hearing for comments followed by a vote in April. Mr. Little asked was the goal to be a hybrid name, Oak Park/Bethune, or solely Bethune Elementary. Dr. Goree stated this pre-dates him as well, and explained that the name Oak Park carried a national Blue Ribbon title and that a complete name change could reflect on funding; therefore, the recommendation for the name change would be Oak Park/Bethune Elementary School. Mrs. Bell noted the backup documentation explained well why the alumni asked for the name change. Dr. Douzart wanted to be clear with the name change to Oak Park/Bethune Elementary would Bethune continue to be recognized historically for which they participated. Dr. Goree explained the name change would not affect the Bethune historic status. Mary Trammel announced she was a member of the 1970 graduating class of Eden Gardens Junior/Senior High School and she is very pleased we are working with this alumni group to keep the name a part of the school. Mr. Riall reminded the board this policy is the same policy when a mascot or school colors changed. Mr. Nations asked with all said could 8.03 be placed on the consent agenda, and the Executive Committee agreed.

Mr. Dixon, chair of the Insurance and Finance Committee, stated the recommendation of the Insurance and Finance Committee was to amend Policy EGA under the subheading "Retired Employees" by adding the sentence "*and number of years they have participated in the health plan*" to the Policy to ensure it covers the vesting schedule that was approved a few months ago. Mr. Nations stated that would be Agenda Item 8.04, and placed on the consent agenda. Mr. Rachal noted the vesting schedule would be attached to the agenda item.

President Nations announced the following items are on the consent agenda for the February 15, 2022 CPSB Meeting: Items 6.01, 6.03, 7.01, 8.01-8.04, 13.01.

**PRESENTATION OF PROPOSED AGENDA AND CONSENT AGENDA** *Mrs. Bell moved, seconded by Mr. Riall, to approve the proposed agenda and consent agenda for the February 15, 2022 CPSB meeting as presented. Vote on the motion carried.*

#### **POLL AUDIENCE**

Brandy Pou, Shreveport, LA, expressed concern about tardy lockouts; Jon Glover, Shreveport, LA expressed concern about the Literacy Plan; Breka Peoples, Shreveport, LA noted her concern about students being locked out of schools and the increase of crime in our schools and community.

#### **ANNOUNCEMENTS**

Mr. Nations wished Mrs. Tharpe Happy Birthday, and Mrs. Bell wished Ms. Trammel a Happy upcoming birthday. Mrs. Trammel announced tomorrow is National Signing Day for our athletes at their local school.

**ADJOURN** *Mrs. Bell moved, seconded by Mr. Riall, to adjourn the February 1, 2022, Executive Committee Work Session. Vote on the motion carried, and the meeting adjourned at approximately 6:00 p.m.*

**February 1, 2022**  
**CPSB Insurance and Finance Committee**

**Members present** - Chair Darrin Dixon, Dottie Bell, Dr. Bonita Douzart, John Albritton, and Barry Rachal. Also present were Superintendent Lamar Goree and Board Attorney Reggie Abrams; Board members Christine Tharpe, Mary Trammel, Tony Nations, Steve Riall, and Jasmine Green.

Chair Darrin Dixon called the meeting to order at approximately 3:00 p.m., and Mr. Albritton led the Invocation and Pledge of Allegiance.

**Confirm the Agenda.** *Mr. Bell moved, seconded by Mr. Albritton, the committee confirmed the agenda as presented.*

**Insurance Updates.**

Lynn Hooper, Director of Insurance, stated we have not gone to market since we became a self-funded plan. The Insurance Administration went to market this year to ensure we received the best deal with our current carrier. She explained the 2022/23 marketing results with Blue Cross revealed we were under what we paid last year. Ms. Hooper noted with the 2022/23 current admin renewal consisted of: 2.5% Administrative Fee Increase, with our rate locked in for 3 years; 56% increase in pharmacy rebates; added performance guarantees totaling \$442,250 with employer satisfaction survey to measure overall customer experience; added network discount guarantees totaling \$1,690,000; wellness allowance increased from \$20,000 to \$50,000 per year; added pharmacy management fund of \$50,000.00. Ms. Hopper explained the purpose of a dependent verification audit confirmed that all dependents enrolled on our health insurance plan were eligible for coverage. She stated CPSB pays 75%-80% of medical premiums for employees, retirees, and their dependents. In premium dollars, we pay over 18 million dollars annually for dependent coverage. The number of ineligible dependents for any given organization can range between 2-10%; therefore, the scope of the audit will consist of all active employees with dependents and retirees with dependent children. She further explained the chosen vendor will reach out to subscribers via mail and email. Participants will be asked to submit documentation via website submission, paper, or email. Ms. Hooper explained Policy EGA, needed the wording updated under the subheading Retired Employees to read "*and number of years they have participated in the health plan immediately prior to retirement*" to match the vesting schedule that is effective in March. Ms. Bell asked how would insureds be notified about the dependent verification. Ms. Hooper replied they would reach out to employees and retirees with dependent children. Mrs. Tharpe asked for an update on collecting funds that had been lost over the years (e.g. how many were affected, how are we being reimbursed). Ms. Hooper said she could get that information, but we are current on all employees, with only a few retirees outstanding. Mr. Rachal asked about the difference in pharmacy carve-out and embedded. Ms. Hooper explained Express Scripts is an example of embedded, and if you "carve it out" money would be saved. Our purpose of the marketing results was informational only and we did our due diligence to make sure our partner was still the correct partner for Caddo. Mr. Riall asked how would we get the requested information to the vendor for the dependent verification audit. Ms. Hooper responded by mail, email, or website submission, but the insurance department would be happy to help with submission. She clarified active employees would verify spouses and dependent children, and retirees would verify only dependent children. Mr. Howard stated the increase in the rebate percentage by 56%, which means over \$4,000,000 more goes into our health insurance fund to help avoid an increase in premiums.

**Update on Travel Reimbursement Procedures.**

Mr. Howard reminded the board of the discussions around Concur Travel System and has successfully automated the travel system. The new system changed the manner of reimbursement when you travel in your personal vehicle. He noted through the new system your rental car is booked with Concur. When an employee chooses to use their personal vehicle rather than a rental, one would be reimbursed at the daily rental car rate of \$35.00 per day and fuel receipts. Ms. Bell asked for clarification about fuel receipts, and Mr. Howard stated you would turn them in at the end of your trip regardless of car rental or personal vehicle. Ms. Trammel stated she thought the board members were governed by what the state governs their mileage. Mr. Howard answered there is a federal reimbursement amount per mile even though employers are not required to, but Caddo chooses to reimburse our employees. Ms. Trammel stated she was talking about board members, not employees. Mr. Howard said that board members are governed the same as employees. Ms. Green stated some employees/board members do not want the responsibility of renting a vehicle, and we have always been paid by the mile for reimbursement, which would cover the wear and tear on the personal vehicle. Mr. Howard stated that is what the \$35.00 per day covers. He explained this should be cost neutral for employees and affordable for the district. Ms. Green asked whose insurance are we covered under if something were to happen. Mr. Howard stated Caddo's insurance. Ms. Green stated in other district's board members are

issued a credit card for travel with their name on the card. Mr. Howard told the Board that Mrs. Feibel has a CPSB Board Travel Credit Card that is used for travel expenses for board members. He added employees get a per diem for meals at the GSA rate. Ms. Green asked what the state rate was for mileage. Mr. Howard replied we go by Federal for in-parish mileage and it is 58 cents per mile. Dr. Goree stated the board was brought into this conversation when we made the Concur conversion. He added he agreed with Mr. Howard in that the board members are employees of the district, and it would be challenging to have a different system. From a liability standpoint whereby most traveling is during the school day, Dr. Goree stated that is the reasoning of the car rental. Mr. Riall asked about the current Board Policy regarding reimbursement for board members. Mr. Howard answered the same as employees. Mr. Riall stated La Revised Statute says that elected school board officials are entitled to the same mileage reimbursement as a State Legislature. Mr. Howard said he is not aware of that statute. Mr. Riall noted if this policy will be implemented, the board would have to approve. Mr. Howard stated this is a practice, not a policy. Mr. Abrams stated the current board-approved policy stated board members would be paid the governmental mileage rate and that change was not approved by the board; therefore, it may be a practice, not a policy. Mr. Riall said we have a policy in effect, and the policy needs to be followed. He added if the policy needed to be changed, the board would need to approve.

#### **Financial Reporting 2021-2022 SY.**

Mr. Howard said sales tax receipts are up 15.8% from the prior year, but our MFP reduced \$7 million because of approximately 1,400 student decline. He reminded the Board that the 2021-2022 budget included \$9 million of indirect cost revenue from ESSER. He added Standard & Poor affirmed our bond rating at A+ with a stable outlook, same as last year. Mr. Albritton asked what kind of dollars were you speaking of with sales tax receipts up 15.8%, and Mr. Howard answered about \$7 million dollars thru December, which is almost dollar for dollar of the MFP reduction. Mr. Albritton noted that it seemed like royalty revenue was up. Mr. Howard stated it was up \$1 million and expect at least another \$1 million by the end of the fiscal year. Ms. Bell asked what does the ESSER Funds consist of, and Mr. Howard stated the stimulus funds. Dr. Goree added we must be fiscally conservative in the management of that large sum of money. Ms. Bell asked was the money (Hero Supplement) that we blessed our employees with last month was a part of the ESSER Funds. Mr. Howard answered yes. Mr. Rachal stated the approved budget showed \$8,200 to the good, and he asked Mr. Howard what he thought that number would increase to at the end of the fiscal year. He answered significantly. Ms. Bell asked when properties are sold would the money go into the General Fund. Mr. Howard answered yes, but he does not budget for it unless we know it sold or we have an agreement in place. Mr. Nations added it is great that sales tax receipts are up, but we cannot depend on that every year and the MFP decreasing seems to be a trend over the last several years and he added we need to be very careful with our money. Mr. Rachal asked about the \$2 million dollars regarding Linwood Charter. Mr. Howard responded that we lease them our building. We bill them monthly for rent, utilities, etc., and they retain the MFP funds. The \$2 million is included in the combined general fund.

#### **Recommendations.**

*The Insurance and Finance Committee recommended to the Board to amend Policy EGA under the subheading "Retired Employees" by adding the sentence "and number of years they have participated in the health plan" to the Policy. Mrs. Bell moved, seconded Mr. Albritton. Vote on the motion carried. Mr. Rachal asked that the vesting schedule be added as backup documentation for this agenda item.*

#### **Visitors.**

Jon Glover, Shreveport, LA expressed her concern about a third-party vendor to conduct the upcoming Dependent Verification Audit.

**Adjourn.** *Mr. Rachal moved, Mrs. Bell seconded to adjourn. Vote on the motion carried, and the meeting adjourned at approximately 3:55 p.m.*

**February 15, 2022  
CPSB Meeting**

**Members Present:** Steve Riall, Jasmine Green, Dr. Terence Vinson, Don Little, Dr. Bonita Douzart, Mary Trammel, Darrin Dixon, Christine Tharpe, Barry Rachal, Tony Nations, John Albritton, Dottie Bell, and Jasmine Green arrived at 4:40 p.m. Also present were Dr. T. Lamar Goree, Superintendent, and Reggie Abrams, Board Counsel.

President Nations called the February 15, 2022 CPSB meeting to order at approximately 4:30 p.m. The Invocation and Pledge of Allegiance were led by Mr. Nations.

**CONSIDERATION OF MINUTES OF THE CPSB MEETINGS.**

*Darrin Dixon moved, seconded by Mary Trammel, to approve the minutes of the January 4, 2022, and January 18, 2022, CPSB meetings as submitted in the electronic mailout. Vote on the motion carried unanimously.*

**PRESENTATIONS AND RECOGNITIONS.**

The Director of Communications, Charnae McDonald, shared a video that highlighted one of our Caddo students that put our district, parish, and state on the map. Elijah Burks, a senior at Caddo Parish Magnet High School, was named as a top 40 student scientist in the country through a prestigious program. Elijah is the first student in Caddo Schools to achieve this honor and the first in our state since 2006. He earned a total of \$27,000.00 in scholarship money from Regeneron thus far and we hope this project will take him even further during his trip next month to Washington D.C. We look forward to what is next for this young man. The Chief Academic Officer, Keith Burton, shared a proposed school calendar presentation and requested the Board to consider it. He added the 2022-2023 School Calendar was adopted by the Board in November 2021. Unfortunately, we have received additional guidance from the Louisiana Department of Education that requested up to 25 days of additional learning for students. Mr. Burton noted we have looked at the best option for staff and families in order to ensure what was needed would be provided. He added reflecting back to 2019, we all know the impact that COVID had on our lives, from the number of quarantined days for students as well as the number of teachers, staff, and student absences. Mr. Burton explained over 500 students remain in virtual learning. He stated on top of the learning loss there is the social-emotional impact with additional stress, anxiety, and depression. Without a doubt, social distancing has impacted learning. Mr. Burton emphasized the aforementioned caused a huge disruption with learning, and staff asked the Board to consider a calendar revision to address this issue. After intense review, feedback from teachers showed they do not have adequate time, especially at the beginning of the year, to complete the diagnostics and screeners. He further explained the State, Legislation, BESE Board, and at the district level consistently add to the curriculum, but we never take things away; therefore, teachers constantly state time is an issue to teach the curriculum in a normal school year. High schools have expressed the benefit of the semester to end before Christmas break, as well as the strategically placed holidays. He added the revised calendar would allow 5 additional days for instruction for K-8 students, and staff members (Principals, Assistant Principals, Instructional Coordinators, Teachers, Paras, Bus Drivers) necessary to begin the school year and they would be paid their daily rate of pay. Additionally, Mr. Burton stated the district would empower our principals to work directly with families that have conflicts with the new calendar, based on the previously approved calendar. The revised calendar would provide a district-wide virtual day that would allow teachers to work with peers to look at data from screeners and set appropriate goals. In addition, all first semester exams would end before the Christmas break and staff would return from Christmas Break with two professional development days for the opportunity to complete mandated training required by Legislation and prepare for students' return. Mr. Burton noted that high school staff would return on August 8 and 9, with high school students on August 10. The school year for all students ends May 18<sup>th</sup>, and the last day for staff is May 19<sup>th</sup>. Dr. Goree added staff would request a Special Session on March 1<sup>st</sup> for a board vote so families could make definitive plans. Mrs. Bell asked about high school students and their lost learning. Mr. Burton explained summer opportunities would be available for all students. Mr. Little stated improvement with contact tracing and quarantine protocols was necessary. He asked how would we accommodate families that paid for vacations during the summer based on the originally approved calendar. Dr. Goree instructed staff to work with principals to provide assistance to those families. He added these are five additional days; therefore, students would not be penalized because they follow the calendar approved in November 2021. Mr. Burton noted the goal would be to give the assessments and benchmarks during those five additional days in a non-rush fashion. Ms. Green said she does not see on the calendar as many PD days as in the past. Mr. Burton explained when staff use time wisely during the school day during PLCs, the additional PD days would not be necessary. Mr. Burton reiterated the state recommended 25 additional days for the learning loss. With the two-week camp during the summer and adding the 5 days, plus allowing our schools to begin their afterschool programs in the Fall rather than January, we would be



following the recommendation. Mr. Rachal asked if the two-week camp in the summer was optional. Mr. Burton replied, yes. Mr. Rachal stated it should be mandatory for students to attend who are in danger of being retained. Dr. Goree answered staff could ramp up the language about the summer camp as related to students in danger of retention. Mr. Rachal stated it would be helpful for the details of the calendar revision to be publicized. Dr. Goree agreed and stated the vote on March 1<sup>st</sup> would give 2 weeks to get feedback and to answer any questions. Mrs. Tharpe asked if there was another option to add the five days at the end of the school year. Mr. Burton replied this is the 5<sup>th</sup> version staff revamped, and felt the 5 days at the end of the year would not be productive. Mr. Burton stated input was taken from Elementary/Middle/High School Principals, teachers, and staff members to finalize the draft presented today. Dr. Vinson asked about the June accelerated program. Mr. Burton answered that component remains on the calendar, and principals were given the autonomy to adjust that time. Dr. Vinson asked staff to work with teachers to develop the calendar between now and March 1. Mr. Riall asked if the graduation schedule for this school year was approved, and Mr. Burton confirmed. Ms. Trammel noted communication with the staff at the schools is very important to understand the importance of the summer program, as well as the extra 5 days. Ms. Bell stated the two-week summer accelerated program should be mandatory. Ms. Green asked if we conform to LDOE's recommendation, would this be a scoring point for the district during the evaluation process. Mr. Burton said the scoring would be based on students' test score improvements. Ms. Green asked how many students remain virtual, and Mr. Burton answered approximately 500 students. He added a number of virtual students were mandated to return to the classroom for face-to-face instruction due to truancy and failure. Mrs. Tharpe asked when was the calendar changed to reflect a 5-day fall break. Dr. Goree responded that the 5-day fall break was added for the upcoming school year due to conversations with teachers. Mr. Rachal asked what was the extra cost for the calendar revision. Mr. Burton replied any time days are added to Elementary and Middle school there would be costs. Mr. Rachal asked would ESSER funds be used for funding. Dr. Goree answered, and stated this is a perfect example of what the funds were to be used for. Dr. Vinson asked when can we look at class size and the effects on literacy. Mr. Burton stated class size is a result of staffing allotments, which is a result of policy and certainly within the review of the Board if you so choose. Dr. Vinson suggested a private school model in a public school setting rather than just looking at staffing allotments would be an option.

### **VISITORS.**

The following visitors addressed the board on matters of interest/concern: Jon Glover, Shreveport, LA expressed concerns regarding the benefits of Cenergestics, along with her request for information about last month's agenda item "Public Hearing Early Childhood"; Kingston Willis, Shreveport, LA, asked about the status of the October proposal for High School Voter Registration; Breka Peoples voiced her concerns about the voter registration proposal and the lockouts at Southwood High School; Curtis Graham, Shreveport, shared he would like the name change at Oak Park to be Bethune/Oak Park Elementary School; Marvin Mohammad, shared comparative data of foreign language AP Courses at the different schools in the district; Craig Lee, Dads on Duty USA, explained the functions and phases of the Dads on Duty Program; Jackie Lansdale, Red River United, expressed her concerns of a particular situation at a school and asked for a thorough investigation be conducted.

### **ESTABLISH THE AGENDA.**

Superintendent Goree highlighted items for the board's consideration. *Mr. Nations announced that Items 6.01-6.03, 7.01, 8.01-8.04, and 13.01 are on the consent agenda. Barry Rachal moved, seconded by Mary Trammel, to establish the agenda and proposed consent agenda for the February 15, 2022 CPSB meeting as presented. Vote on the motion carried, with Mr. Little and Mrs. Tharpe not present to vote.*

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

*Barry Rachal moved, seconded by Dottie Bell, to confirm the consent agenda. Vote on the motion carried, with Mr. Little and Mrs. Tharpe not present at vote.* The following is a summary of the consent agenda items approved by the board.

**6.01 Administrative Contract Renewal** – The Board approved the administrative contract renewal as recommended by staff and submitted in the electronic mailout.

**6.02 Personnel Leaves (Classified & Certified)** - The Board approved requests for Personnel Leaves as recommended by staff and submitted in the electronic mailout.

**6.03 Personnel Transactions (Resignations)** – The Board approved resignations as submitted in the electronic mailout.

7.01 Capital Projects Approval of Bid – The Board approved the following bid as recommended by staff and submitted in the electronic mailout on the bid tabulation sheet 1) Project 2023-752, "Donnie Bickham HVAC, Phase 1", be awarded to Reliance Mechanical (Not OCC\*), Shreveport, La., with a Base Bid, Alternate 1 and Alternate 2, for the sum total of \$1,290,000.00. Budget amount \$1,000,000.00. Charge to 2019 Bond Funds.

8.01 Property/Bus Rental Requests –The Board approved the requests for the long-term use of CPSB properties and/or busses as recommended by staff and submitted in the electronic mailout.

8.02 Consideration to approve a resolution recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of \$9,500,000.00 General Obligation School Bonds, Series 2022, of the Parishwide School District of Caddo Parish, Louisiana, and providing for other matters in connection therewith. – The Board approved a resolution recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of \$9,500,000.00 of General Obligation School Bonds, Series 2022, of the Parishwide School District of Caddo Parish, Louisiana, and providing for other matters in connection therewith recommended by staff and submitted in the electronic mailout.

The following resolution was offered by Barry Rachal and seconded by Dottie Bell:

### **RESOLUTION**

A resolution recognizing the final form and execution of the Bond Purchase Agreement in connection with the issuance and sale of \$9,500,000 General Obligation School Bonds, Series 2022, of the Parishwide School District of Caddo Parish, Louisiana, and providing for other matters in connection therewith. WHEREAS, the Parish School Board of the Parish of Caddo, State of Louisiana, acting as the governing authority (the "Governing Authority") of the Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), adopted a resolution on January 18, 2022 (the "Bond Resolution"), authorizing the issuance of Nine Million Five Hundred Thousand Dollars (\$9,500,000) of General Obligation School Bonds, Series 2022, of the Issuer (the "Bonds"); and WHEREAS, the Secretary of the Governing Authority has executed the Bond Purchase Agreement as authorized by the Bond Resolution; and WHEREAS, a copy of the executed Bond Purchase Agreement is attached hereto as **Exhibit A** (Exhibits to this resolution have not been published. Exhibits are on file with the minutes of the Caddo Parish School Board and are available for inspection during regular business hours); and WHEREAS, this Governing Authority hereby finds and determines that the terms of the Bonds are within the parameters permitted by the Bond Resolution; NOW, THEREFORE, BE IT RESOLVED by the Parish School Board of the Parish of Caddo, State of Louisiana, acting as the governing authority of the Parishwide School District of Caddo Parish, Louisiana, that:

**SECTION 1. Confirmation of Bond Purchase Agreement.** The sale of the Bonds has met the parameters set forth in the Bond Resolution, and accordingly the terms of the Bonds contained in the Bond Purchase Agreement are incorporated herein, and the Bond Purchase Agreement is hereby accepted as executed and attached as **Exhibit A** hereto (Exhibits to this resolution have not been published. Exhibits are on file with the minutes of the Caddo Parish School Board and are available for inspection during regular business hours) Capitalized terms used but not defined herein shall have the meaning given such terms in the Bond Resolution.

**SECTION 2. Official Statement.** The Issuer hereby approves the form and content of the Preliminary Official Statement dated as of January 28, 2022, 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 pertaining to the Bonds, which has been submitted to the Issuer, and hereby ratifies its execution by the Executive Officers and the delivery of such final Official Statement to the Underwriter for use in connection with the public offering of the Bonds.

**SECTION 3. Deposit of Premium.** The premium to be received by the Issuer upon the delivery of the Bonds shall be deposited in the construction fund to be established pursuant to Section 11 of the Bond Resolution and used to pay costs associated with any purpose for which the Bonds are being issued.

**SECTION 4. Execution of Documents.** 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 resolution and the Bond Resolution. If at any time of the execution of any such documents the President or Secretary is absent or otherwise unavailable to sign, the Vice-President shall be expressly authorized to execute such documents on behalf of the Governing Authority.

**SECTION 5. Bond Insurance.** This Governing Authority hereby makes the findings required by Section 505 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, of the benefit from entering into a contract with Build America Mutual Assurance Company for the

acquisition of a Municipal Bond Insurance Policy for the Bonds. The provisions of **Exhibit B** (Exhibits to this resolution have not been published. Exhibits are on file with the minutes of the Caddo Parish School Board and are available for inspection during regular business hours) hereto are hereby adopted and shall be incorporated in this resolution and the Bond Resolution as if fully set forth herein and therein, and the Executive Officers, or either of them, are hereby authorized and directed to execute all documents related thereto. **SECTION 6. Repealing Clause.** All resolutions, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict. **SECTION 7. Effective Date.** This resolution shall become effective immediately upon its adoption.

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

School Board Members

	Yea	Nay	Absent	Abstaining
Steve Riall	X			
Jasmine Green	X			
Terence Vinson	X			
Don Little			X	
Bonita Douzart	X			
Mary Trammel	X			
Darrin Dixon	X			
Christine Tharpe			X	
Barry Rachal	X			
Tony Nations	X			
John Albritton	X			
Dottie Bell	X			

And this resolution was declared adopted on this, the 15th day of February 2022.

Dr. Theodis Lamar Goree, Secretary      Tony Nations, President

8.03 Begin the process to change the name of Oak Park Microsociety Elementary School to Oak Park/Bethune Elementary School – The Board approved to begin the process to change the name of Oak Park Microsociety Elementary School to Oak Park/Bethune Elementary School as submitted in the electronic mailout.

8.04 Consideration to Amend Policy EGA – The Board approved to amend Policy EGA under the subheading, Retired Employees, by adding the sentence "and number of years they have participated in the health plan" as recommended by the Insurance and Finance Committee and submitted in the electronic mailout

13.01 Student Readmission Appeal Hearings – The Board approved appeals for students JP, TS, MS, and RM as recommended by staff and whose parents are in agreement and submitted in the electronic mailout.

**CONSIDERATION TO APPROVE STRATEGIC SOLUTIONS AS THE DISTRICT’S THIRD-PARTY REVIEWER** After a brief discussion, *Mary Trammel moved, seconded by Barry Rachal, to approve Strategic Solutions as the District’s Third-Party Reviewer as recommended by staff and submitted in the electronic mailout.* Vote on the motion carried, with Christine Tharpe and Don Little not present at vote.

**SUPERINTENDENT’S REPORT** Dr. Goree announced this is for information only.

**ANNOUNCEMENTS.**

Dr. Douzart thanked Dr. Goree, Mr. Burton, Mr. Greer, Mrs. Woolfolk, Mr. Howard, and staff for all of their hard work and unselfish time. She then thanked visitors and the Board. She noted in December 2020 she had written a plan, and announced it at the January 2021 CPSB Meeting. She added the plan was written to address low test scores of Elementary and Middle Schools in Caddo, and the plan was named *Stop, Drop, Everything, and Read*. The plan was submitted to Dr. Goree in January 2021, and added questions should be directed to Mr. Keith Burton. As Dr. Douzart highlighted 2021 she began with a question she asked in a school board meeting, “What are we doing for students in Caddo that have mental challenges due to COVID19?” She added that Dr. Goree stated the district has many certified counselors that are trained in mental challenges for students. Dr. Douzart noted she submitted a written request as to how we will address these students affected by COVID19. She added staff presented a vast amount of information available for all Caddo schools. She further noted it is good to know that Caddo had access to different professional resources and entities related to the mental challenges of students. Dr. Douzart stated in May 2021, she wrote a request and asked, “How would the

district address the students' loss of learning due to the impact of COVID19?" She added that in a school board meeting in 2021, she reiterated the loss of learning for students, and she explained Dr. Goree stated Caddo would provide a summer program for the loss of learning for students. Dr. Douzart asked would an adequate amount of substitute teachers be available, and the immediate answer was yes. Dr. Douzart recommended substitute teachers participate with new teachers during the required Professional Development Program at the beginning of the school year. During Summer 2021, Dr. Douzart noted she received a phone call from staff that Caddo had received 78 long-term substitute teachers, and based on her recommendations, they would participate in the Professional Development Program in the Fall of 2021. She added she is looking forward to the second semester of the 2022 school year, where students would excel regardless of the pandemic and in spite of COVID19. Dr. Douzart looks forward to students' renewed expectations, an interest in learning, participation, motivation, and student improvements in all areas of their education. Mrs. Bell thanked Mr. Greer and Caddo Parish School Staff and Board for the marker located at Huntington High School in memory of Coach Tony Rhodes. Ms. Green asked about the maps drawn by the demographer and stated she would contact him as time is approaching.

**Adjourn.** *Mary Trammel moved, seconded by Dottie Bell, to adjourn the February 15, 2022 CPSB Meeting. Vote on the motion carried, with Christine Tharpe and Don Little not present at vote.* The meeting adjourned at approximately 7:00 p.m.

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T. Lamar Goree, Ph.D., Secretary

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Tony Nations, President