

## ST. JOHN THE BAPTIST PARISH SCHOOL BOARD

### MINUTES OF THE AUGUST 13-14, 2018 SCHOOL BOARD RETREAT

#### MONDAY, AUGUST 13, 2018

The board retreat was held at the Embassy Suites in New Orleans, Louisiana.

President Albert Burl, III, opened the meeting at 8:40 a.m., August 13, 2018, followed by a moment of silence. The Pledge of Allegiance was led by Board Member Russ Wise.

Board members in attendance were: Charo Holden, Gerald Keller, Patrick Sanders, Russ Wise, Shawn Wallace, Clarence Triche, Albert Burl.

Absent were: Sherry DeFrancesch, Phillip Johnson, Nia Mitchell, Keith Jones

With 7 present and 4 absent, there was a quorum.

#### **Executive Session: Superintendent Evaluation - *Board Members***

Motion by: Sanders  
Second by: Wallace  
Motion: To convene in Executive Session.  
No objections.

The Board convened in Executive Session at 8:41 a.m.

*Ms. DeFrancesch, Ms. Mitchell and Mr. Jones arrived during Executive Session and were recorded as present.*

Motion by: Wise  
Second by: Mitchell  
Motion: To reconvene in Regular Session.  
No objections.

The Board reconvened in Regular Session at 10:05 a.m.

#### **Academic Update: Results and Academic Strategy towards increased student Achievement – *Core District Leadership Team***

The Core District Leadership Team updated the Board with the latest information regarding academic strategy. The following was presented:

**ST. JOHN THE BAPTIST PARISH SCHOOL DISTRICT**  
 2018-2019 Strategic Focus

Aligning High-Quality Curricula, Assessments, and Best Instructional Practices for Improvement

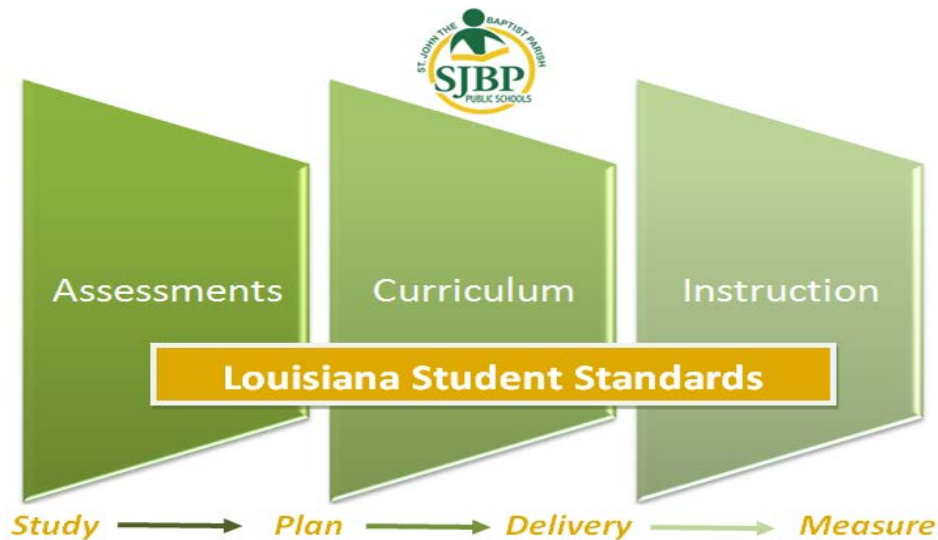
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**Priority 1: Implement Tier-One Curricula**

St. John the Baptist School District recognizes the importance of closing opportunity gaps for all students. To ensure success, our district will fully implement standards-aligned curricula in all core areas. Our district’s goal is to ensure that all students are engaged in grade level content to ensure students are equipped with the knowledge and skills for college and career readiness.

As a district, we will utilize Tier One Curricula in **ALL** classrooms to increase student achievement. The following Tier One Curricula will be used in our district.

<b>SJBP 2018-2019 Curricula</b>	
ELA Pre K-2 <sup>nd</sup>	Amplify CKLA
ELA 3 <sup>rd</sup> -High school	Guidebooks 2.0
Math	Eureka
Social Studies K-2 <sup>nd</sup>	Studies Weekly
Social Studies 3 <sup>rd</sup> – High School	LDOE Scope and Sequence



**Priority 2: Set goals to improve student outcomes**

Setting rigorous, yet attainable goals is critical to increasing student success within a school district. This year St. John the Baptist Parish School District has created a goal setting framework designed to create, monitor, and meet goals set for the 2018-2019 school year. Goals will be set on individual growth targets for students to improve overall school performance scores. Each school’s projected performance targets will be used to establish our overall projected growth.

<b>St. John the Baptist Elementary School</b>				
<b>3<sup>rd</sup> grade ELA teachers</b>	<b>Number of Students</b>			<b>Projected AI</b>
<b>Teacher A</b> Individual assessment Index Growth	Advance	Mastery	Basic	
<b>Teacher B</b> Individual Assessment Index Growth	Advance	Mastery	Basic	
<b>Teacher C</b> Individual Assessment Index Growth	Advance	Mastery	Basic	
<b>Teacher D</b> Individual Assessment Index Growth	Advance	Mastery	Basic	
<b>4<sup>th</sup> grade ELA teachers</b>	<b>Number of Students</b>			<b>Projected AI</b>
<b>Teacher A</b> Individual assessment Index Growth	Advance	Mastery	Basic	
<b>Teacher B</b> Individual Assessment Index Growth	Advance	Mastery	Basic	
<b>5<sup>th</sup> grade ELA teachers</b>	<b>Number of Students</b>			<b>Projected AI</b>
<b>Teacher A</b> Individual Assessment Index Growth	Advance	Mastery	Basic	
<b>Teacher B</b> Individual Assessment Index Growth	Advance	Mastery	Basic	
<b>Teacher C</b> Individual Assessment Index Growth	Advance	Mastery	Basic	
<b>Teacher D</b> Individual Assessment Index Growth	Advance	Mastery	Basic	

**Overall All  
Assessment  
Index**

**Priority 3: Use of assessments to monitoring students’ progress towards meeting goals**

SJBP has developed a district assessment plan which will be used to assess and monitor students’ progress throughout the school year. Grade-level standard based assessments will be used to keep a pulse on students’ progress towards meeting individual growth targets and identify what actions should be taken to improve student outcomes.

LDOE LEAP 360 assessments will be used in 3<sup>rd</sup> – 8<sup>th</sup> grade and all LEAP 2025 high school courses.

**SJBP District Assessment Calendar**

**2018-2019**

**Assessment Format, Platforms, and Scoring**

Grade and Content Area	Assessment Type	Format	Platform	Scoring
K-2 (ELA and Math)	District Interims			
K-2 (ELA and Math)	FastBridge	Individualized/Online	FastBridge	Literacy Coach and Computer
3-4 LEAP Courses (ELA and Math)	District Interims (DISTRICT CREATED)	Paper/Pencil	Illuminate scan sheets	Teacher scores CR items
3-4 LEAP Courses (Sci and SS)	District Interims (District-created)	Paper/Pencil	Illuminate scan sheets	Teacher scores CR items
5-HS LEAP Courses (ELA and Math)	District Interims (DISTRICT CREATED)	Online	Students log into DRC, answer on Illuminate scan sheets	Teacher scores CR items
5-HS LEAP Courses (Sci and SS)	District Interims (District-created)	Online	Online in Illuminate	Teacher scores CR items
3-8 ELA, Eng 1, Eng 2				
3-8 Math, Alg 1, Geometry	Eureka Mid- and End-of-Module Assessments	Paper/Pencil	Illuminate scan sheets	Teacher scores CR items
3-8 Sci, Biology				
3-8 SS, US History				
HS Electives	District Interims	Paper/Pencil	Illuminate scan sheets	Teacher scores CR items

**Priority 4: Professional development for Leaders and Teachers focused on Tier-one Curricula**

Ongoing professional learning opportunities will be offered throughout the 2018-2019 school year. Our district has partnered with Louisiana Department of Education’s Tier One Professional Development vendors, such as Learnzillion, School Kits, and Amplify to facilitate trainings that will develop content and pedagogical skills of our leaders and teachers.

SJBP’s collaborative meetings key learning will focus on specific challenges with implementing curricula materials and specific students’ needs. During professional development meetings, leaders and teachers will have the opportunity to study, plan, and implement effective practices required for student mastery of grade level expectations.

**Professional Development Plan for Leaders**

Content Boot Camp	July 17, 18, 19
Administrative Institute	July 23, 24
Goal Setting Process	August 15
What’s your plan to monitor student outcomes for the 2018-2019 school year?	September
Using Curriculum Observation Data to Improve Student Needs	October
Are students making progress? What’s Next.....	November
Getting the Best out of Follow-Up Support	January
Moving the Target!	February
School Review / Reflections	March

**Professional Development Plan for Teachers**

3 <sup>rd</sup> – 5 <sup>th</sup> StemScope Science	July 30
K-2 <sup>nd</sup> Studies Weekly Social Studies	

K-2 <sup>nd</sup> Amplify CKLA	August 6
3 <sup>rd</sup> – 12 <sup>th</sup> ELA Teachers Learn Zillion	August 6
3 <sup>rd</sup> – 12 <sup>th</sup> Math Eureka School Kit	August 6
6 <sup>th</sup> – High School StemScope Science	August 6
Delayed Start Day	August 29
K-2 <sup>nd</sup> CKLA Amplify	September 26
3 <sup>rd</sup> – 12 <sup>th</sup> ELA Learn Zillion	October 31
3 <sup>rd</sup> – 12 <sup>th</sup> Math Eureka School Kit	November 28
	January 30
	February 27
	March 14

**Priority 5: Connecting Tier One Curricula to Observation and Feedback**

Feedback provided to teachers should be used to enhance and support daily instructional practices. Leaders will have opportunities to build coaching skills required to better provide strategic support teachers on their campus.

Instructional Evaluation and Post Conference Process	September, 2018 November, 2018 February, 2019 April, 2019
WAM: When Administrators Meet	October, 2018 January, 2018
Individualized Follow-up Support	Ongoing
Curriculum Instructional Rounds	Ongoing



## St. John the Baptist Parish Public School District

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### **SJBP's 2017-2018 Results:**

#### **Summary of Key Strengths and Weaknesses**

##### **Strengths:**

- SJBP's **High School Graduation rate** reached an all-time high last year, with 80.7% of the 2016-17 graduating cohort graduating in 4 years. SJBP's graduation rate once lagged behind the state, but it has steadily caught up over the last 10 years and now exceeds the state average.
- **Strength of Diploma** (a measure of credentials and credits that graduates earned in high school) is projected to grow 6.4 index points. 5.1% of students in the 2016-17 graduating cohort left our schools with Advanced credentials or college credits, representing an all-time high for our district.
- **Both ELA and Math Assessment results** are projected to have grown in 2017-18, with Social Studies showing significant growth.
- The percent of **students scoring Mastery or above** are projected to increase.
- **Some individual schools** are expected to show significant growth, including Emily C. Watkins, Garyville/Mt. Airy Math & Science Magnet, and West St. John Elementary.
  - WSJE is projected to have over half of its students meeting their Growth-to-Mastery targets (compared to the state average of 30%), meaning they are closing academic gaps quickly.

##### **Weaknesses/ Areas for Growth:**

- **Grades 3-8 Math results** are projected to be somewhat lower than they were 2016-17.
- **High School Assessment** results (both LEAP 2025/EOC and ACT) are projected to decline.

**Agenda Item: Request approval of revised school calendar for 2018-2019 School Year (Requires Action)**

Motion by: Wise

Second by: Holden

Motion: To table this item.

No objections.

Roll call: Yeas - Holden, Keller, DeFrancesch, Wise, Wallace, Mitchell, Triche, Jones, Burl

Absent – Sanders, Johnson

**Agenda Item: Request approval of resolution to contract service with LYFE (Requires Action)**

Motion by: Wise

Second by: Mitchell

Motion: To table this item.

No objections.

Roll call: Yeas - Holden, Keller, DeFrancesch, Wise, Wallace, Mitchell, Triche, Jones, Burl

Absent – Sanders, Johnson

*Mr. Sanders arrived at 11:03 and was recorded as present.*

**Redesign of Superintendent Evaluation - *Nia Mitchell, Board Member***

Ms. Mitchell shared alternate evaluation tools with the Board. She stated that a new tool could not be implemented until a new contract is signed, but wanted to get a start on developing a new tool to evaluate the superintendent. She invited Dr. Jones to share ideas with the Board.

**School Safety and Crisis Plans - *Cory Butler, Director of Child, Welfare & Attendance***

**Agenda Item: Consider and take action regarding Memorandum of Understanding with the St. John the Baptist Sheriff's Department (Requires Action)**

Motion by: Wise

Second by: Mitchell

Motion: To table this item.

No objections.

Roll call: Yeas - Holden, Keller, Sanders, DeFrancesch, Wise, Wallace, Mitchell, Triche, Jones, Burl

Absent – Johnson



**Head Start Governance and ERSEA - *Patricia Triche, Dir. of Early Childhood Programs***

Mrs. Triche conducted an hour-long session regarding Head Start Governance and ERSEA policy and procedures.

**Charter School Update - *Iman Montgomery, Director of Risk Management***

Ms. Montgomery updated the Board regarding the Louisiana Premier Chart School contract, stating that negotiations are complete and advised the Board to approve and sign the contract at the next Regular Board meeting.

Motion by: Triche

Second by: Jones

Motion: To recess until tomorrow.

No objections.

Roll call: Yeas - Holden, Keller, Sanders, DeFrancesch, Wise, Wallace, Mitchell, Triche, Jones, Burl

Absent – Johnson

The Board recessed at 3:34 p.m.

**TUESDAY, AUGUST 14, 2018**

The Chair called the meeting to order and the following motion was made:

Motion by: Keller

Second by: Sanders

Motion: To reconvene in Regular Session

No objections.

Roll call: Yeas - Keller, Sanders, Wise, Wallace, Mitchell, Triche, Burl

Absent – Holden, DeFrancesch, Johnson, Jones

The Board reconvened in Regular Session at 8:30 a.m.

**Update on Human Resources Department; Certification Clarification, School Level Administrative & Disciplinary Assignments - *Serina Duke, Director of Human Resources***

Mrs. Duke updated the Board on all areas of the Human Resources Department, stating that there is a critical shortage of certified teachers and her department is working very

hard to hire all certified teachers. She also stated that this is a nationwide problem and not unique to St. John Parish.

*Mrs. DeFrancesch arrived at 8:52 a.m. and was recorded as present.*

*Mr. Jones arrived at 9:13 a.m. and was recorded as present.*

*Ms. Holden arrived at 9:20 a.m. and was recorded as present.*

**Financial & Construction Update - Felix Boughton, Executive Director of Finance**

Mr. Boughton shared information regarding the Board's financial state:



### Total General Fund Balance History – (Audited)

Fiscal Year	Balance
▶ June 30, 2017	\$ 18,028,310
▶ June 30, 2016	\$ 13,781,008
▶ June 30, 2015	\$ 10,857,604

For June 30, 2017 the Fund Balance is assigned as follows:

Non Spendable (W/C and PP Insurance)	\$ 806,119
Assigned (Insurance/Revenue Loss)	\$ 5,041,219
Unassigned	\$ 12,180,972
<b>Total Fund Balance</b>	<b>\$ 18,028,310</b>

### Fiscal Year Ended June 30, 2018 (unaudited)

Revenues	Amount	Reason
▶ Local	\$ 34,650,998	
▶ State	28,050,665	
▶ Other	1,130,958	
<b>Total Revenues</b>	<b>\$ 63,832,621</b>	
Expenditures	Amount	
Instructional	\$45,889,844	
Administrative	\$ 8,245,999	
Maintenance/Trans	\$10,664,233	
Central/Other	\$ 2,254,199	
<b>Total Expenses</b>	<b>\$67,054,075</b>	
<b>Net Change</b>	<b>(\$ 3,201,458)</b>	Low Sales/Property Taxes
Fund Balance – Beginning	\$18,028,310	
Fund Balance – Ending	\$14,826,856	

### Total General Fund Balance June 30, 2018 -

Fiscal Year	Balance
▶ June 30, 2018	\$ 14,826,856
▶ June 30, 2017	\$ 18,028,310
▶ June 30, 2016	\$ 13,781,008
▶ June 30, 2015	\$ 10,857,604

For June 30, 2018 the Fund Balance is assigned as follows:

Non-Spendable (W/C and PP Insurance)	\$ 918,930
Assigned (Retiree Insurance)	\$ 3,464,738
Unassigned	\$10,443,188
<b>Total Fund Balance</b>	<b>\$14,826,856</b>

### School Board Finance Financial Impacts – Fiscal Year 2019-2020 Expirations/Bonding Capacity/Charter Schools

- ▶ Based on the Charter School enrollment projections, in the year 2019-2020, we will lose \$ 3,408,825 in local "MFP" dollars.
- ▶ For year 2018-2019 and 2019-2020 we have an added expense of \$ 3,000,000 annually for STEM.
- ▶ Sales Tax/Ad Valorem Taxes are down.
- ▶ Considering all of this; the 2018-2019 and 2019-2020 budget is as follows:

St. John the Baptist French School System

### Fiscal Year 2018-2019 and 2019-2020

	2018-2019	2019-2020
<b>Revenues</b>		
▶ Local	\$ 31,448,059	\$ 28,088,059
▶ State	29,488,182	29,488,182
▶ Other	2,345,200	2,345,210
<b>Total Revenues</b>	<b>\$ 63,281,441</b>	<b>\$ 59,921,451</b>
<b>Expenditures</b>		
Instructional	\$ 47,644,612	\$ 49,073,950
Administrative	8,064,025	8,398,005
Maintenance/Transportation	11,828,468	12,183,322
Central/Other	2,507,148	2,582,342
<b>Total Expenses</b>	<b>\$ 70,044,253</b>	<b>\$ 72,237,619</b>
Net Change	(\$ 6,814,812)	(\$ 12,276,188)
Fund Balance – Beginning	\$ 14,826,856	\$ 8,012,044
Fund Balance – Ending	\$ 8,012,044	(\$ 4,264,144)*****

St. John the Baptist French School System

### Total General Fund Balance June 30, 2019 – June 30, 2020

	June 30, 2019	June 30, 2020
Reserved	\$ 918,930	\$ 918,930
Assigned for retiree insurance	\$ 3,814,738	\$ 4,164,768
Unreserved	\$ 3,278,376	(\$ 9,347,842)
<b>Total</b>	<b>\$ 8,012,044</b>	<b>(\$ 4,264,144)</b>

St. John the Baptist French School System

### Options for 2019-2020

- ▶ Make cuts – for \$ 9 million or
- ▶ Borrow the funds – Operational loan that needs bond commission approval

St. John the Baptist French School System

### Ad Valorem Taxes/ Debt Service Requirements

Year	Ad Valorem Collected
▶ 2014	\$ 17,890,365
▶ 2015	\$ 16,589,302
▶ 2016	\$ 16,910,838
▶ 2017	\$ 16,217,477
▶ 2018	\$ 15,191,740

- ▶ We will have to increase millages next year for debt service. This will be for one year only!

St. John the Baptist French School System

### Tax exemption expiration for 2020-2021

In 2020-2021 several industrial expansion exemptions will expire, including Marathon.

This will generate an additional \$ 19,000,000 in local revenues; \$ 14,166,625 General Fund and \$ 4,833,375 for debt service. (Figures from Assessor's Office)

St. John the Baptist French School System

**Agenda Item: Mr. Peter Montz – Accept Substantial Completion for East St. John Preparatory Academy as of August 6, 2018 (Requires action)**

This item will be addressed at the August 16, 2018 meeting, with Administration's recommendation to approve.

**Agenda Item: Mr. Peter Montz – Update on Roofing Projects at GMMS and FWE**

Mr. Montz gave the Board an update regarding the roofing projects at both schools, stating that both roofing jobs are at about 37% completion.

**Agenda Item: Request approval of resolution regarding Industrial Tax Exemption Program for NALCO Company (Requires Action)**

Orenthal Jasmin, District Attorney's Office, stated that NALCO has requested and is seeking a tax exemption before the state has finalized the rules. He stated that it would be premature to vote on this at this time.

Having completed the agenda, a motion was made by Mr. Wise, seconded by Mr. Sanders to adjourn. There were no objections.

The meeting adjourned at 10:56 a.m.

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Albert A. Burl, III, President

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Kevin R. George, Superintendent