

PROCEEDINGS
PLAQUEMINES PARISH SCHOOL BOARD
September 11, 2017

Items 1.01 & 1.02 - The meeting was called to order by Fran Bayhi- Martinez, President, followed by the invocation led by Monica Wertz and Pledge of Allegiance led by Shayne Meyers.

Item 1.03 – Roll Call and declaration of a quorum (or lack of it)

Pursuant to call and due notice to all members, the Plaquemines Parish School Board, with the Honorable Fran Bayhi-Martinez, President, presiding, met in regular session at Belle Chasse Middle School, Belle Chasse, Louisiana on Monday, September 11, 2017 at 6:04 p.m., with the following members in attendance: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire, with one (1) member absent: Chuck Soileau; a quorum was declared.

Item 1.04 – Approval of the Agenda

On motion of Carlton LaFrance, seconded by Shayne Meyers and carried, it was moved to accept the Agenda, as presented

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

YEA: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire

NAY: None

ABSENT: (1) Chuck Soileau

ABSTAIN: None

RECUSAL: None

The motion passed by a vote of eight (8) “Yea” votes, no (0) “Nay” votes, no (0)” Abstentions”, (1) member “Absent”, and no (0) “Recusals.”

Item 1.05 – Ad Hoc and Standing Committee Reports-

Mrs. Joyce Lamkin read the minutes of the Budget and Finance Committee Meeting of the Plaquemines Parish School Board held on August 21, 2017 at the North Transportation Building. Members present were Joyce Lamkin, Chairperson, Darilyn Demolle-Turner, Daniel Morrill, Fran Bayhi-Martinez, Denis Rousselle and Ronald White. Others present were Corey Arbourgh, Monica Wertz, Sonya Duplessis and Chris Barker. The meeting was called to order at 4:10 p.m.

The first item on the agenda was a discussion by Mr. White of the General Fund budget-to-actual results for the 2016-2017 year. While sales tax revenue was \$1.9 million below what had been budgeted, property tax revenue was higher than budgeted by \$1.1 million. Other revenues were approximately \$100,000 below what had been budgeted. On the expenditure side, salaries and benefits were \$2.0 million below what had been budgeted and other expenditures were \$1.3 million below what had been budgeted. As a result, the deficit for the year was only \$3.9 million, as opposed to a budgeted deficit of \$6.3 million.

The next item was a discussion by Mr. White of the proposed budget for the 2017-2018 year. For the General Fund, property tax revenue is budgeted to increase 3%, because of a 3% increase in the overall value of taxable property in the parish. Sales tax revenue is budgeted to remain flat and other revenues are budgeted to remain the same. For expenditures, salaries and benefits are budgeted to decrease by \$3.2 million, while the budget can accommodate an increase of approximately \$219,000 for other expenditures. A surplus of approximately \$132,000 is budgeted for the year. There being no further business, the meeting was adjourned at 4:45 p.m.

Item 2 – Plaquemines Parish Recognitions and/or Presentations

Item 3 – Board Members’ Time for Non-Agenda and Agenda Items

On behalf of the Board, Ms. Martinez welcomed everyone to the meeting and thanked Mr. Williamson and Mrs. Clark for their hospitality and the delicious refreshments. Mr. Lemaire congratulated Coach Lyle Fitte, and the South Plaquemines High School Football Team, on winning the “Booth” at the parish’s annual rivalry game against Belle Chasse High School. Mr. LaFrance asked that we all take a moment to reflect on the anniversary of 9/11, and to remember and honor those who died on this profound date in history.

Item 4 - Superintendent’s Comments and Reports

Item 4.01 Discussion and appropriate action in regard to adopting the budget for the General Fund and all Special Revenue Funds for the year ending June 30, 2018 – Ronald White, CFO

On the motion of Joyce Lamkin, seconded by Shayne Meyers and carried, it was moved to approve the adoption of the budget for the General Fund and all Special Revenue Funds for the year ending June 30, 2018, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

YEA: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance and Paul Lemaire

NAY: None

ABSENT: (1) Chuck Soileau

ABSTAIN: None

RECUSAL: None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0)" Abstentions", (1) member "Absent", and no (0) "Recusals."

Item 4.02- Discussion and appropriate action in regard to adopting the Louisiana Compliance Questionnaire for the year ended June 30, 2017 – Ronald White, CFO

On the motion of Shayne Meyers, seconded by Paul Lemaire and carried, it was moved to approve the adoption of the Louisiana Compliance Questionnaire the year ended June 30, 2017, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

YEA: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance and Paul Lemaire

NAY: None

ABSENT: (1) Chuck Soileau

ABSTAIN: None

RECUSAL: None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0)" Abstentions", (1) member "Absent", and no (0) "Recusals."

Item 4.03 – Discussion and appropriate action in regard to adopting the Property Tax Millages to be levied for 2017, Ronald White, CFO

On the motion of Carlton LaFrance, seconded by Paul Lemaire and carried, it was moved to approve the adoption of the property tax millages to be levied for 2017, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

YEA: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance and Paul Lemaire

NAY: None

ABSENT: (1) Chuck Soileau

ABSTAIN: None

RECUSAL: None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0)" Abstentions", (1) member "Absent", and no (0) "Recusals."

RESOLUTION: Plaquemines Parish School Board Meeting of September 11, 2017

Agenda Item 4.03

OFFERED BY: Carlton LaFrance

SECONDED BY: Paul Lemaire

BE IT RESOLVED, that the following millages are hereby levied on the 2017 tax roll on all property subject to taxation by the Plaquemines Parish School Board:

	<u>2017 Levy</u>
School Dist Regular [SP] (1055012)	6.670 mills
School Dist No. 1 [SP] (1055013)	1.880 mills
School Dist No. 1 [SB] (1055014)	2.660 mills
School Dist No. 1 [MO] (1055015)	5.290 mills
School Dist No. 1 [SB] (1055019)	8.300 mills
School Dist No. 1 Technology [SP] (1055020)	1.110 mills
School Dist No. 1 Cap Imp [AM] (1055021)	1.110 mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Plaquemines, 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 2017, 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.

The foregoing resolution was adopted by the following votes:

YEAS: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Joyce Lamkin, Shayne Meyers, Fran Bayhi-Martinez, Carlton LaFrance, Paul Lemaire

NAYS: (none)

ABSTAINED: (none)

ABSENT: Charles Soileau

CERTIFICATE

I, Denis Rousselle, Secretary of the Plaquemines Parish School Board, do hereby certify that the above and foregoing is a true and correct copy of the resolution passed at a meeting of said Board duly called and held on the 11th day of September, 2017, at which meeting a quorum was present and voting, as recorded in the minutes thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Plaquemines Parish School Board this 18th day of September, 2017.

/s/ Denis Rousselle

Denis Rousselle, Board Secretary

Item 4.04 Discussion and appropriate action in regard to adopting a resolution to enter into a Cooperative Endeavor Agreement with the Plaquemines Parish Assessor's Office for the cost-sharing of professional services for the collection of data and the valuation of certain oil and gas property located in Plaquemines Parish – Ronald White, CFO

On the motion of Daniel Morrill, seconded by Joyce Lamkin and carried, it was moved to accept the approval of adoption adopting a resolution to enter into a Cooperative Endeavor Agreement with the Plaquemines Parish Assessor's Office for the cost-sharing of professional services for the collection of data and the valuation of certain oil and gas property located in Plaquemines Parish – Ronald White, CFO

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

YEA: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire

NAY: None

ABSENT: (1) Chuck Soileau

ABSTAIN: None

RECUSAL: None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0) "Abstentions", (1) member "Absent", and no (0) "Recusals."

RESOLUTION: Plaquemines Parish School Board Meeting of September 11, 2017

Agenda Item 4.04

OFFERED BY: Daniel Morrill

SECONDED BY: Joyce Lamkin

WHEREAS, the Plaquemines Parish School Board has determined that it is in the best interest of the Plaquemines Parish School Board to enter into a Cooperative Endeavor Agreement with the Plaquemines Parish Assessor's Office, as doing so will result in the verification of ad valorem property tax revenues paid to the Plaquemines Parish School Board as a tax recipient body; and

WHEREAS, the people of Plaquemines Parish would benefit from the collection of ad valorem property taxes to be used in protecting and maintaining the public health, safety and welfare of the citizens of Plaquemines Parish;

BE IT RESOLVED, that the Plaquemines Parish School Board, represented by Denis Rousselle, Superintendent, is hereby authorized to negotiate, sign, perfect and enforce a Cooperative Endeavor Agreement with the Plaquemines Parish

Assessor's Office for the cost-sharing of professional services for the collection of data and the valuation of certain oil and gas personal property located in Plaquemines Parish for the 2018 ad valorem tax year.

The foregoing resolution was adopted by the following votes:

YEAS: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Joyce Lamkin, Shayne Meyers, Fran Bayhi-Martinez, Carlton LaFrance, Paul Lemaire

NAYS: (none)

ABSTAINED: (none)

ABSENT: Charles Soileau

CERTIFICATE

I, Denis Rousselle, Secretary of the Plaquemines Parish School Board, do hereby certify that the above and foregoing is a true and correct copy of the resolution passed at a meeting of said Board duly called and held on the 11th day of September, 2017, at which meeting a quorum was present and voting, as recorded in the minutes thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Plaquemines Parish School Board this 18th day of September, 2017.

/s/Denis Rousselle

Denis Rousselle, Board Secretary

Item 4.05 Monthly Head Start Budget Report- Patricia Haydel, Head Start Director- **No Action Required**

Item 5 - Board Consent Agenda

Item 5:01 Minutes of Board Meeting

On motion of Joyce Lamkin, seconded by Paul Lemaire and carried, it was moved to approve the Consent Agenda, Item **5.01**, Board Minutes of the regular meeting held on August 7, 2017, as published in *The Plaquemines Gazette*, and duly POSTED, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

YEA: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire

NAY: None

ABSENT: (1) Chuck Soileau

ABSTAIN: None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0) "Abstentions", (1) member "Absent", and no (0) "Recusals."

Item 5.02 Employment Related Action taken by the Superintendent for the 2017-2018 School Session

**EMPLOYMENT- RELATED ACTION TAKEN
BY THE SUPERINTENDENT OF SCHOOLS
FOR THE 2017-2018 SCHOOL SESSION
HIRES**

BELLE CHASSE HIGH

1. BETANCOURT, LIDIA – Spanish – Replacing Barosse-Thaler (relocated) Effective August 7, 2017
2. MILLER, WANDA – Paraprofessional (SpEd) – Replacing Andrea St. Cyr (accepted teaching position), Effective August 14, 2017
3. WILLIAMS, TREKIRA – Food Service Technician (7 Hour) – Replacing Treneca Williams (relocated to South Plaquemine High) – Effective September 6, 2017

BELLE CHASSE MIDDLE

4. KRUTULIS, PAIGE – Food Service Technician (7 Hour) – Replacing two 4 hour positions - Ovid (resigned) & Bougere (full time custodian) Effective August 28, 2017

BELLE CHASSE PRIMARY

5. CHENEVERT, WANDA – Kindergarten – New Position due to numbers, Effective August 14, 2017

BOOTHVILLE-VENICE ELEMENTARY

6. BARTHELEMY, TIFFANY – SpEd- New position due to numbers, Effective September 5, 2017
7. MAM, VERONICA – Custodian (7 Hour) – Replacing Celeste Green, Effective August 14, 2017

FOOD SERVICE DEPARTMENT

8. BUNDY, SIERRA – Professional Assistant/Book-keeper – Replacing Lauren Saucier Effective August 28, 2017

PHOENIX HIGH

9. BARTHELEMY, CONSTANCE – Paraprofessional (SpEd) – Replacing Witt Riley (accepted teaching position) Effective August 14, 2017
10. PAGE, TIFFANIE – Social Studies – Replacing Guy Murphy, Effective September 5, 2017

SOUTH PLAQUEMINES ELEMENTARY

11. PETKOVICH, JULIE – Paraprofessional (General Fund) Replacing Tiffany Barthelemy (accepted teaching position), Effective September 6, 2017

SOUTH PLAQUEMINES HIGH

12. BARTHOLOMEW, WHITNEY – Food Service Technician (7 Hour) – Replacing, Tasha Longley –Effective September 5, 2017
13. FITTE, BEAU – SpEd Inclusion – Replacing Shunte' Banks, Effective August 07, 2017
14. GAGNON, LORI – Replacing Laura Martin (Safe Schools/CTE Supervisor), Effective August 14, 2017
15. WOOTON, CYNTHIA – Title I Teacher – Replacing Alida Jones, Effective September 7, 2017

TRANSFERS

SOUTH PLAQUEMINES HIGH

16. WILLIAMS, TRENECA – Food Service Technician (7 Hour) - From Belle Chasse High, Effective September 6, 2017

RESIGNATIONS/RETIREMENT

BELLE CHASSE MIDDLE

1. SPARKS, CAMRYN – 5TH Grade Math & Science – Resignation, Last day worked will be October 27, 2017

BOOTHVILLE-VENICE ELEMENTARY

2. GREEN, CELESTE – Custodian (7 Hour) – Resignation, Last day worked was June 21, 2017

SOUTH PLAQUEMINES ELEMENTARY

3. BARTHELEMY, TIFFANY – Paraprofessional – Resignation (now a teacher @ BVE), September 1, 2017
4. PUYAU, JEANNE – Pre-K – Resignation, Last day worked was September 1, 2017

SOUTH PLAQUEMINES HIGH

5. JONES, ALIDA– Title 1 Teacher – Resignation, Last day worked was June 14, 2017
6. LONGLEY, TASHA – Food Service Technician (7 Hour) – Resignation, Last day worked was August 31, 2017

BELLE CHASSE CENTRAL OFFICE

7. LANDRY, MARY – Professional Assistant – Retirement, Effective November 4, 2017

TRANSPORTATION

8. ENCALADE, XARICA – Bus Driver – Resignation, Last day worked was August 18, 2017

LEAVES OF ABSENCE

BELLE CHASSE HIGH

1. BENOIT, SHELLY – Physical Education - Requesting maternity leave using accrued sick days from October 9, 2017 through November 17, 2017
2. BOURGEOIS, AMANDA – Algebra I/Advanced Math – Requesting maternity leave using accrued sick days from August 7, 2017 through August 11, 2017

BELLE CHASSE MIDDLE

3. HUFF, KIMBERLY – 6TH ELA – Requesting personal leave using extended sick leave beginning August 7, 2017 with an unknown return date (due to illness of parent) not to exceed the 2017-2018 school session

BELLE CHASSE PRIMARY

4. UHEISEN, HANA – Special Education – Requesting maternity leave using accrued sick days beginning October 16, 2017 through November 24, 2017

BOOTHVILLE- VENICE ELEMENTARY

5. VIDRINE, KAITLIN – 1ST Grade – Requesting maternity leave using accrued sick days and then extended sick leave beginning September 28, 2017 through November 10, 2017

LEAVES OF ABSENCE

SOUTH PLAQUEMINES ELEMENTARY

6. ANTOINE, NELLICE – Paraprofessional (SpEd) – Requesting medical leave using extended sick leave and then leave without pay beginning August 7, 2017 through January 3, 2018

TRANSPORTATION

7. DENET, MONIQUE – Bus Driver – Requesting medical leave using extended sick leave beginning August 9, 2017 through September 6, 2017 (tentative return date)

HIRES

SOUTH PLAQUEMINES ELEMENTARY

1. JACKSON, JESSICA – Kindergarten – Replacing Jeanne Puyau, Effective September 13, 2017

Item 6 - Information Items- None

Item 7 – Citizens Comments- None – Mrs. Nia Ether addressed the Board concerning a transportation issue on her son’s bus. Mr. Rousselle thanked Mrs. Ether for her comments asked her to give him a call tomorrow, Tuesday, September 12, 2017, to discuss the matter in-depth with those related to the comments.

Item 8 - Next Regular School Board Meeting – Monday, October 2, 2017 at Boothville-Venice Elementary School, Boothville, Louisiana.

Item 9 - Adjournment

There being no further business, and on the motion of Daniel Morrill seconded by Corey Arbourgh and carried, it was moved to adjourn the meeting. The meeting was adjourned at 6:27 P.M.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

YEA: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire
NAY: None
ABSENT: (1) Chuck Soileau
ABSTAIN: None

The motion passed by a vote of eight (8) “Yea” votes, no (0) “Nay” votes, no (0) “Abstentions”, (1) member “Absent”, and no (0) “Recusals.”

Respectfully Submitted,

/s/ Fran Bayhi- Martinez
Fran Bayhi- Martinez- President

/s/ Denis Rousselle
Denis Rousselle, Secretary