

MINUTES

Monroe City School Board of Education
2006 Tower Drive
Monroe, Louisiana 71201

The Monroe City School Board met in regular session, Tuesday, October 18, 2011 at Monroe City School District Central Office, 2006 Tower Drive; Monroe, Louisiana 71201. The meeting was called to order at 6:15 p.m. by President Traweek. Prayer was offered by Rev. Roosevelt Wright, Tabernacle Baptist Church. The Pledge of Allegiance was led by President Traweek.

Agenda Item 4: Roll Call

Board Members Present: Mrs. Victoria “Vickie” Dayton, Mrs. Victoria “Vickie” Krutzer, Mr. James Mickey Traweek, Mr. Clarence Sharp, Bishop Rodney McFarland, Sr., Mr. Verbon Muhammad and Mr. Glynn Ludley

Administrative Staff: Dr. Kathleen Harris, Attorney L. Douglas Lawrence, Ms. Karla Bowlin, Dr. Phedra Brantley, Mrs. Betty Carroll, Mrs. Derenda Flowers and Mrs. Vickie Irwin

Action Item 5 – Adoption of the Agenda

Mr. Traweek asked that the Personnel and Salary presentation be moved to agenda item 6:C.

It was moved by Bishop McFarland and seconded by Mr. Ludley, to approve the agenda with the change as requested by Mr. Traweek. The motion carried on a unanimous vote.

Agenda Item 6:A – Point of Pride

First Lady Michelle Obama sent a letter to J. S. Clark Magnet Elementary School congratulating them on achieving the Silver Award in the Healthier US School Challenge. This Challenge is a cornerstone of the *Let’s Move Campaign*, an ambitious initiative to solve the childhood obesity epidemic within a generation. As a winner of the Silver Award, the school is among the very best of the best, going above and beyond the minimum requirements to help ensure students live full and active lives.

Agenda Item 6:B – YMCA Partnership

Report to be given at the next scheduled meeting.

Agenda Item 6:C – Personnel and Salary Study

Ms. Carolyn Long, Management Advisory Group, Inc., presented a draft report of the Personnel and Salary Study. She emphasized that the staff has not had the opportunity to

review the report for factual information; therefore, it needs fine-tuning. She noted that the district is doing many things right, but there are areas that need improvement. The draft report covered: MCS pay ranges, teacher pay schedules, titling system for non-instructional positions, daily work hours for central office staff, disbursement of sales tax funds and standardization of job titles and responsibilities. Possible recommendations: Place certificated employees whose jobs are solely administrative on the classified pay schedule with a one-time base adjustment to compensate for possible lost income; discontinue paying compensation in addition to regular salary to exempt employees; increase the daily hours worked from 7.5 to 8 to and limit school holidays (common practice in Louisiana schools) for Central Office staff. She noted that the administrative staff will review the draft report to verify and validate factual information. After receiving input from Board members and the Administrative staff with respect to recommendations, a final report will be prepared for presentation and will include: Final compensation and classification plan for Teachers and Classified employees; final recommendations on Implementation Costs; and final recommendations on policies covered in Section 1.

Mr. Traweek asked if there are any “red flags.”

Ms. Long replied that the most noticeable concern was the district’s inability to produce a valid usable database of employee information. It took countless hours to get the information to a point where it was in working condition. The staff worked hard to provide the requested information but the infrastructure for human resources is lacking.

Action Item 7 – Consent Agenda Items

It is the consensus of the Board to take each consent agenda item separately.

Action Item 8 – Consent Items for Separate Consideration

Action Item 8:A – Approval of Board Minutes

Mrs. Krutzer asked that the statement by Bishop McFarland, in which he referenced a “gentleman’s agreement” between himself and Mr. Traweek in respect to each other’s district, be added to the minutes.

Mr. Traweek noted that he was only referring to the appointment of principals.

It was moved by Mrs. Krutzer and seconded by Mrs. Dayton, to accept the minutes of October 4, 2011, with the addition of the statement made by Bishop McFarland.

Bishop McFarland noted that it should not be permissible to add such a statement to the minutes without review of the audio recording by the Board. He stated that he does not see the logic behind placing the statement in the minutes.

Mr. Traweek asked that the Board clerk review the recording. Upon validation, the statement will be added to the minutes of October 4, 2011.

The motion carried on a unanimous vote.

Action Item 8:B – October 18, 2011 Human Resources Agenda

Mr. Traweek noted that the Human Resources Agenda items must be taken separately due to the fact that E:1 and E:4 are reconsiderations.

Attorney Lawrence noted that the Board chair can rule whether or not this matter is a reconsideration. It was also noted that the motion to reconsider must be offered by someone on the prevailing side.

Mr. Traweek ruled that the agenda item is a reconsideration because this matter has been placed on the agenda previously. He noted that the motion must be made by Mrs. Krutzer, Mrs. Dayton, Mr. Muhammad or Mr. Sharp. He then called for a motion to reconsider the appointment of the secondary and elementary supervisor. The item failed due to the lack of a motion.

It was moved by Bishop McFarland and seconded by Mr. Sharp, to accept the Human Resources Agenda, excluding E:1 (appointment of Secondary Supervisor) and E:4 (appointment of Elementary Supervisor) which was not reconsidered, and take E:2 and E:3 separately. The motion carried on a unanimous vote.

It was moved by Mr. Sharp and seconded by Mrs. Dayton, not to approve Human Resources Agenda items E:2 (appointment of Principal at Berg Jones Elementary) and E:3 (appointment of Human Resources Director).

Public Input: Ms. Gloria Walker noted that the Elementary and Secondary supervisor positions have been budgeted and that they are needed. She asked why the recommendations of the superintendent are not being acknowledged.

Bishop McFarland stated that he does not understand why every position that is recommended by the superintendent is voted down. He noted that recommendations can only come from the superintendent. If Board members have persons that they want in these positions, then that is micromanagement.

Mr. Muhammad stated that he is concerned about how the district is operating. He further stated that he has nothing against the persons being recommended; his issue is that it is not being brought to the Board properly. If the same people are being brought back over and over again, then maybe the names need to change.

Mr. Sharp stated that it is nothing personal against the employees that are being recommended. He also stated that the recommendations should be brought before the Board properly.

Bishop McFarland asked Mr. Sharp and Mr. Muhammad what they consider the proper way to bring a recommendation. The only way to bring a recommendation is to place it on the agenda, and the only way to place it on the agenda is through the superintendent. It is unfair not to approve the positions because the superintendent did not call each Board member. If there were concerns with the Human Resources Agenda, they should have

been addressed prior to Board meeting.

Mr. Traweek asked Mr. Muhammad if there was a community meeting held for the principal at Berg Jones.

Dr. Harris replied that there was also not a community meeting for the principal at Lee. She noted that this is a practice; it is not policy. When there is a principal vacancy mid-term, it should be filled quickly. She asked why the Board would be punitive against a building full of children because they feel as though she brought the recommendation improperly. She asked the Board not to hold up putting employees in place because she has not followed what is tradition. The interview committee did its work – it was a fair and open selection.

Mr. Traweek called for the vote. In favor: Mrs. Dayton, Mrs. Krutzer, Mr. Sharp, Mr. Muhammad, and Mr. Traweek. Opposed: Bishop McFarland, and Mr. Ludley. The motion carried on a majority vote.

Mr. Sharp asked to be excused and he left the meeting at 7:40 p.m.

Dr. Harris noted that the Board did not hire a Principal for Berg Jones or a HR Director. She then asked the Board for direction on the proper process of bringing forth recommendations.

Attorney Lawrence stated that the matter of allowing community input needs to be dealt with immediately because Section G of the policy manual does not address this matter. Also the Board needs to review Act 720 which deals with bringing personnel matters forward in open meeting.

Mr. Traweek stated that this should not have to be placed in policy; the Board should want community input.

Dr. Harris replied that it should be a policy because this practice has been done arbitrarily; therefore, she does not know how to perform her duties as superintendent. She then asked the Board what it considers the proper way to bring forth recommendations.

Mrs. Krutzer stated that she agrees that the superintendent needs clear directives.

Dr. Harris asked that it be noted in the record that no direction was provided to her as to how to properly bring recommendations. She stated that the law is clear on how recommendations are brought forward - the Board is unclear on how it should be done.

Mr. Muhammad asked if positions are announced prior to bringing the recommendation to the Board. He stated that he received calls indicating that Mr. Jones had been placed at Berg Jones. He stated that the Board must be respected.

Dr. Harris stated that what Mr. Muhammad heard was not true and that he should have contacted her immediately if there were concerns. Mr. Jones has not reported to work because he has not been ratified by the Board. She acknowledged that she did announce

to Berg Jones' staff that Mr. Jones would be recommended to the Board.

Action Item 8:C – Approval of Occupational and Physical Therapy Contracts

On a motion by Mrs. Krutzer and seconded by Bishop McFarland, the Board approved a Physical Therapy contract with Melanie Massey Physical Therapy, Inc. and an Occupational Therapy contract with Sharbono Occupational Therapy Consultants, Inc. The motion carried on a unanimous vote of Board members present.

Action Item 8:D – Medical Magnet Affiliation Agreements

On a motion by Mrs. Krutzer and seconded by Bishop McFarland, the Board approved Clinical Experiences Affiliation Agreements, for Carroll High School Medical Magnet students, with Riverside Nursing Home and Christus St. Joseph Nursing Home. The motion carried on a unanimous vote of members present.

Action Item 9:A – Second Reading/Adoption of Board Policies

On a motion by Mr. Muhammad and seconded by Mrs. Krutzer, the Board approved the following policies: BCBH, BCBK, GBDA, IDCC, IDFA, IDFAB, JB, JBA and JBD. The motion carried on a unanimous vote of members present.

Action Item 10:A – First Reading of Board Policy

It was the consensus of the Board to accept policy JCDAE as a first reading.

Agenda Item 10:B – Scheduling of Work Session and Board Retreat

Dr. Harris noted that she has been unsuccessful in scheduling a work session and retreat because Board members can not come to an agreement on specific dates. She asked that Board members re-submit additional dates. Mr. Traweek asked that dates be submitted within two days. Mrs. Dayton stated that a facilitator is needed at the retreat.

Agenda Item 11 – Report of Board Members

Mrs. Dayton reported that the Policy Committee had a very productive meeting. There are several polices that the superintendent and staff are re-evaluating – those polices are forthcoming.

Mr. Muhammad noted that there were several recommendations made at the Transportation Committee meeting and they will be brought to the Board soon. He announced that he participated in Wossman's homecoming activities and the dedication of the Grady Jones Memorial Stadium.

Bishop McFarland noted that because there are so many issues with personnel appointments, the Personnel Committee will begin meeting the day before Board meeting.

Mrs. Krutzer stated that she has always been allowed to appoint a constituent to serve on

the interview committee. A policy and procedure will give the superintendent a clear directive. The Personnel or Policy Committee needs to bring a recommendation to the Board so that this matter will not have to be addressed again.

Agenda Item 12 – Report of Superintendent

The Lincoln Elementary School Capital One Library Makeover Ribbon Cutting is scheduled for Thursday, October 20th at 2:30 p.m. The Board and public are encouraged to attend.

Agenda Item 13 – Future Meetings

Board Meetings: November 1st and November 15th

Workshop: LSBA Financial Workshop on November 7th in Baton Rouge

Action Item 14 – Executive Session

On a motion by Mr. Muhammad and seconded by Mrs. Krutzer, the Board convened in executive session at 8:00 p.m. to discuss the lawsuit Desree' Holley -vs- American Insurance Company {4th JDC-Parish of Ouachita, No. 2011-3148}. The motion carried on a unanimous vote of members present.

The Board reconvened in open session at 8:28 p.m. and took no action

Action Item 15 – Recess/Adjournment

There being no further business to come before the Board, the meeting adjourned at 8:28 p.m. upon a motion by Bishop McFarland and seconded by Mrs. Krutzer. The motion carried on a unanimous vote of members present.

Mr. Mickey Traweek
Board President

Dr. Kathleen Harris
Superintendent