

MINUTES

Monroe City School Board
2101 Roselawn Avenue
Monroe, Louisiana 71201

The Monroe City School Board met in regular session, Tuesday, January 11, 2011 at Carroll High School, 2939 Renwick Street; Monroe, Louisiana 71201. The meeting was called to order at 6:05 p.m. by Dr. Kathleen Harris. Prayer was offered by Superintendent Charles Stevenson, Bethel Church of God in Christ. The Pledge of Allegiance was led by Mrs. Stephanie Smith.

Swearing In Ceremony

Mr. W. J. Bill Hodge, Ouachita Parish Clerk of Court, administered the Oath of Office to the following Board members:

Mrs. Victoria “Vickie” Dayton – District I
Mrs. Victoria “Vickie” Krutzer – District II
Mr. James Mickey Traweek – District III
Mr. Clarence Sharp – District IV
Bishop Rodney McFarland, Sr. – District V
Mr. Verbon Muhammad – District VI
Mr. Glynn Ludley – District VII

The original Oath of Office will be filed in the Ouachita Parish Clerk of Court’s office; a duplicate filed in the Louisiana Secretary of State’s office; and a copy mailed to each Board member.

Action Item 5 – Approval of Voting Method

Board members unanimously agreed to use the one vote per nominee method of electing Board officers for 2011. All candidates for the office of President of the Board will be nominated at one time, and each Board member will cast a single vote in favor of the candidate of their choice. The candidate receiving the most votes wins the election. The same method will be used to elect the Vice President.

Action Item 6 – Election of Officers

Dr. Harris called for nominations for the office of President. Mrs. Dayton nominated Mr. Mickey Traweek and Mr. Ludley nominated Bishop McFarland. Hearing no other, Dr. Harris closed the nominations.

In favor of Mr. Traweek: Mrs. Dayton, Mrs. Krutzer, Mr. Sharp, Mr. Muhammad
In favor of Bishop McFarland: Mr. Ludley
Abstain: Mr. Traweek, Bishop McFarland

By a majority vote, Mr. Traweek is elected President for 2011. He then called for the office of Vice President.

It was moved by Mrs. Krutzer and seconded by Mr. Sharp, to nominate Bishop McFarland as Vice President. Bishop McFarland declined the nomination.

It was moved by Mrs. Dayton and seconded by Mr. Sharp, to nominate Mr. Muhammad as Vice President. Hearing no other, Mr. Traweek closed the nominations and Mr. Muhammad is elected Vice President for 2011.

Agenda Item 7: 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
Mr. Glynn Ludley

Administrative Staff

Dr. Kathleen Harris
Mrs. Derenda Flowers
Mrs. Betty Carroll
Dr. Tammye Turpin
Mrs. Vickie Irwin
Mr. Andrew Hill
Ms. Mamie Williams
Ms. Dana Mullins
Ms. Sallie Sutherland
Ms. Karla Bowlin
Mr. Josh Leporati
Attorney L. Douglas Lawrence

Action Item 8 – Adoption of the Agenda

On a motion by Bishop McFarland and seconded by Mrs. Krutzer, the Board approved the agenda as printed. The motion carried on a unanimous vote.

Agenda Item 9 – Points of Pride

Carroll High School Turnaround Specialist: Dr. Angela Manning has met the criteria for being credentialed as a School Turnaround Specialist. The mission is to strategically combine the most advance thinking in business and education to meet the unique demands of managing and governing schools.

Wossman High School Talented Art Program: Wossman High School Talented Art

students will have artwork displayed at the Downtown Art Crawl on February 3rd. Also, students will showcase their talents through interpretative dance, music and original poetry.

Action Item 10 – Consent Agenda Items

It was moved by Bishop McFarland and seconded by Mr. Muhammad, to approve the following consent agenda items:

- a. Consent Agenda
- b. Approval of Minutes December 7, 2010
- c. Awarding of School Food Service Food Product Bid
- d. Awarding of School Bus Bid
- e. Permission to advertise for RFP for Audio/Video Conference System
- f. Permission to advertise for MIS RFPs
 - i. District Wide Wireless
 - ii. Voice Over Internet Protocol
 - iii. Networking Equipment Power Protection
 - iv. Renewal of Enterprise Backup Solution
- g. Authorization to use IDEA funds for an assistant to travel with a special needs student to New Orleans, LA
- h. Permission to Travel
 - i. Wossman High School Drill Team to Lafayette, LA – January 15-17, 2011
 - ii. M.L.K Middle School Drill Team to Lafayette, LA – January 15-17-2011
 - iii. Neville High School Choir to New Orleans, LA - April 15-17, 1011
 - iv. Carroll Jr. High 8th grade students to Houston/San Antonio, TX – May 2-6, 2011
- i. Personnel Report
 - i. Retirements/Resignations/Leaves
 - ii. Change of Status/Appointments

Mr. Muhammad asked for clarification on the School Food Service bid.

Mrs. Flowers stated that vendors are sent invitations to encourage participation; only one vender responded.

Mrs. Krutzer asked that the cost to students and the district be listed on field trip requests.

The motion carried on a unanimous vote.

Action Item 11 – Consent Items for Separate Consideration

None

Action Item 12:A – QSCB Resolution

It was moved by Mrs. Dayton seconded by Mrs. Krutzer, to approve a resolution giving preliminary approval to the issuance of not to exceed Five Million Dollars (\$5,000,000) of Revenue Bonds (Taxable QSCB), in one or more series, of the Monroe City School Board of the City of Monroe, State of Louisiana; providing certain terms of said Bonds,

and providing for other matters in connection therewith.

Mr. Grant Schlueter and Mr. Bill Boles addressed this item. It was noted that the temporary allocation from the Louisiana Department of Education is good through March 16, 2011 unless it is extended. By approving this resolution, the Board will take the preliminary steps to file with the Bond Commission and receive approval. This will allow the Board time to evaluate projects and finances.

The motion carried on a majority vote. Mr. Muhammad abstained.

Action Item 12:B – Safe Routes to Schools MOU

On a motion by Bishop McFarland and seconded by Mrs. Sharp, the Board approved the Safe Routes to Schools MOU with the City of Monroe.

Mr. Muhammad asked where the sidewalks will be located.

Dr. Harris noted that an exact route has not been chosen but the proposed route is near Minnie Ruffin and Wossman.

The motion carried on a unanimous vote.

Action Item 12:C – MOU with Education Opportunity Center, Inc. MOU to Submit the GEAR-Up Continuation Grant

On a motion by Bishop McFarland and seconded by Mr. Sharp, the Board approved the MOU with Education Opportunity Center, Inc. to submit the GEAR-Up Continuation Grant.

Mrs. Krutzer asked if Dr. Heard could give the Board an overview of the previous GEAR-UP Grant. She also stated that she is not comfortable with item number four in the contract.

Mr. Sharp asked if an employee could write the grant.

Dr. Harris noted that someone in the district could attempt to write the grant but Dr. Heard has successfully written the grant before and she knows the process.

The motion carried on a unanimous vote.

Action Item 12:D – Renewal of the Total Traffic Control License

On a motion by Bishop McFarland and seconded by Mr. Sharp, the Board authorized the renewal of the Total Traffic Control License for three years.

The motion carried on a unanimous vote.

Action Item 12:E – Permission to advertise and hire an additional teacher and para for a special needs class at Lee Jr. High School

On a motion by Bishop McFarland and seconded by Mr. Sharp, the Board approved the advertisement and hiring of a teacher and paraprofessional for a special needs class at Lee Jr. High.

The motion carried on a unanimous vote.

Action Item 12:F – Permission to advertise and hire an additional teacher and para for a special needs class at Lexington Elementary School

On a motion by Bishop McFarland and seconded by Mr. Sharp, the Board approved the advertisement and hiring of a teacher and paraprofessional for a special needs class at Lexington Elementary School.

The motion carried on a unanimous vote.

Action Item 12:G - Ordinance authorizing the sale of the Georgia Tucker School Site

On a motion by Bishop McFarland and seconded by Mr. Sharp, the Board approved an ordinance authorizing the Sale of the Georgia Tucker School Site.

The motion carried on a unanimous vote.

Agenda Item 12:H – Demographic Study and Agenda Item 12:I – Comprehensive Personnel and Salary Study

Dr. Harris indicated that the administration moved forward with the studies as directed by the Board. The committee thoroughly reviewed the studies and has made a recommendation. She asks that the studies be placed on the next agenda for action.

Mr. Sharp asked that building level employees be allowed to serve on these types of committees.

Dr. Harris stated that the committees meet during school hours; therefore, substitutes would be needed.

Agenda Item 12:J-O – Job Descriptions : Executive Director of Curriculum and Instruction, Executive Director of Human Resources, Executive Director of Educational Support Services, Executive Director of Accountability and Information, Executive Director of Operations, Chief Financial Officer

Dr. Harris stated that she is still trying to organize the district for efficiency. Previously the assistant superintendent's job description was brought to the Board and it was denied. By doing this, the reorganization needed to be revised. The proposed reorganization will make use of existing central office staff and building level personnel without bringing persons from outside the district. Of the six positions, three are new – Executive Director of Educational Support; Executive Director of Operations; and Executive Director of

Accountability and Information. Funds allocated for an Assistant Superintendent will subsidize one of the positions and Title Funds can pay for others. She noted that no FTEs will be added to Central Office.

Mrs. Krutzer asked for a complete organizational chart.

Dr. Harris stated that the chart can be constructed once the executive directors are in place.

President Traweck asked if the positions will be advertised.

Attorney Lawrence stated that anytime there is a vacancy at the level of assistant principal or higher, Board policy states that the position must be advertised. The superintendent will make the final decision because she will be the person screening the applicants. The Board of Elementary and Secondary Education requires that every applicant meet certain requirements for specific positions. In addition, the advantage to advertising is that there may be someone outside the district that may be more qualified. To be cautious, he is recommending that all six positions are advertised.

Dr. Harris stated that anyone can apply but it is her intent to hire from within the district.

Mrs. Dayton asked for a spreadsheet listing salaries, anticipated start date and budget impact.

Agenda Item 13 – Report of Board Members

Mr. Sharp suggested that a Back-to-School orientation be held for parents.

Bishop McFarland noted that the gymnasium at Wossman High School is near completion.

Mrs. Krutzer noted that she has been appointed the Federal Relations Network Committee. She then asked for approval to travel. There were no objections.

Mrs. Dayton asked that the Board be furnished with their travel budget.

Mr. Muhammad announced that he has completed his ethics training online.

President Traweck asked Board members to send in their request for committee assignments.

Agenda Item 14:A – Report of Superintendent

The district exceeded its goal for United Way by \$16,000. Dr. Harris thanked employees and students for participating.

Dr. Harris announced that approved Board policies A-G are now online; policies I-J to follow.

Agenda Item 14:B – Board Attorney Update

None

Agenda Item 15 – Future Meetings

Board Meeting: The January 25th meeting will be moved to January 26th at noon – location to be determined. The February 8th meeting is tentatively set for February 15th – location and time to be determined.

Workshops: LDE New Board Member Summit – January 12, 2011; Baton Rouge, LA.
LSBA School Board Governance Workshop – January 24-25, 2011; Marksville, LA.

Committee Meetings: A Finance Committee meeting is scheduled for Tuesday, January 18th from 11:00 a.m.-1:00 p.m. at Jefferson Upper Elementary.

Action Item 16 – Executive Session

Attorney Lawrence noted that the employee along with his attorney is in attendance and may want the opportunity to address the Board.

On a motion by Bishop McFarland and seconded by Mrs. Krutzer, the Board convened in executive session at 7:28 p.m. to discuss a personnel matter and to take action in open session if necessary.

The motion carried on a unanimous vote.

Reconvene in Open Session

The Board reconvened in open session at 8:35 p.m. with no action taken.

Action Item 17 – Recess/Adjournment

There being no further business to come before the board, the meeting adjourned at 8:35 p.m. upon a motion by Bishop McFarland and seconded by Mr. Muhammad.

The motion carried on a unanimous vote.

Mr. Mickey Traweek
Board President

Dr. Kathleen Harris
Superintendent