

MINUTES

Monroe City School Board
2101 Roselawn Avenue
Monroe, Louisiana 71201

The Monroe City School Board met in regular session, Tuesday, June 9, 2009 at the Monroe City School Board Media Center, 2009 Auburn Avenue, Monroe, Louisiana 71201. The meeting was called to order at 6:20 p.m. by President Shelling. Prayer was offered by Rev. James E. Jackson, Faith Harvest Baptist Church. The Pledge of Allegiance was led by Queona Wilson, Jefferson Upper Elementary School.

Item 4: Roll Call

Board Members Present

Mrs. Victoria "Vickie" Dayton
Mrs. Victoria "Vickie" Krutzer
Mr. James Mickey Traweek
Mr. Jessie Handy
Bishop Rodney McFarland, Sr.
Mrs. Stephanie Smith
Mrs. Brenda Shelling

Superintendent and Administrative Staff

Dr. James Dupree
Mrs. Derenda Flowers
Mrs. Betty Carroll
Dr. Tammye Turpin
Mrs. Vickie Irwin
Mr. Andrew Hill
Ms. Mamie Williams
Mrs. Julie Staley
Mr. Bobby Williams
Mrs. Teresa Foreman
Attorney L. Douglas Lawrence

Action Item 5 – Adoption of Agenda

President Shelling requested that a discussion/action for staff office hours be added as agenda item 9:H. Bishop McFarland requested that agenda item 9:H (Principals' contracts) be removed. Dr. Dupree requested that the approval of the 2008-2009 revised consolidated budgets be added to agenda item 9:G-3 and permission to advertise for bids for bleachers at Lee Jr. High be added as agenda item 9:I.

Dr. Dupree stated that District Attorney Jerry Jones and Dr. Joe Profit would like to make a statement to the Board.

On a motion by Mrs. Smith and seconded by Mrs. Krutzer, the Board approved the agenda with the changes as requested.

The motion carried on a unanimous vote.

Action Item 6 – Adoption of Minutes

On a motion by Mrs. Smith and seconded by Bishop McFarland, the Board approved the May 14, 2009 and May 19, 2009 minutes as printed.

The motion carried on a unanimous vote.

Agenda Item 7:A – Superintendent’s Report

Dr. Dupree noted that he attended a meeting today with Dr. Joe Profit, District Attorney Jerry Jones and others to discuss a grant partnership.

Mr. Jones and Dr. Profit provided the Board with information on two grants that are being pursued. The Second Chance Juvenile Mentoring Initiative is a youth mentoring program that will work in conjunction with the DA’s Office. The National Youth Mentoring Training and Technical Assistance Initiative is a \$1.2 million grant that is funded by the National Football League. These partnerships will provide grant money, expertise, and mentors for students. Dr. Profit asked the Board to partner with his organization, Youth United for Prosperity, to provide mentoring opportunities for students in Monroe. Dr. Profit is asking for a building to house the two programs.

Action Item 7:B – Resolution to Approve QZAB Bonds

Mr. David Henderson of Foley and Judell stated that the district has received bond commission approval and that bonds are being awarded to Hancock Bank at 0% interest. The bonds are being designated as Qualified Zone Academy Bonds. He also stated that the Comprehensive Education Plan with Carmel Hill has been approved.

On a motion by Mrs. Smith and seconded by Bishop McFarland, the Board approved a resolution providing for the incurring of debt and issuance of One Million Five Hundred Thousand Dollars (\$1,500,000) of Taxable Certificates of Indebtedness (Qualified Zone Academy Bond), Series 2009, of the Monroe City School Board of the City of Monroe, State of Louisiana; prescribing the form, terms and conditions of such Certificate and providing for the payment thereof; awarding such Certificate to the purchaser thereof; and providing for other matters in connection therewith.

The motion carried on a unanimous vote.

Action Item 7:C – Permission to Advertise for a Public Relations Officer

President Shelling asked that this item be placed on the agenda because the contract with the current public relations office will expire on June 15, 2009.

It was moved by Mr. Handy to advertise for a public relations officer.

The motion died for a lack of a second.

Action Item 7:D – Approval of Interim Coordinator for the STAR Academy

It was moved by Mrs. Dayton and seconded by Mrs. Krutzer to approve the Superintendent's recommendation to appoint Mrs. Dana Mullins as the interim coordinator for the STAR Academy.

President Shelling inquired about the salary for this position.

Dr. Dupree stated that the salary is \$68,000.00.

Mr. Traweek asked if the salary exceeds any principals' salary.

Dr. Dupree stated that Mrs. Mullen's salary would be lower.

The motion carried on a unanimous vote.

Action Item 7:E – Approval of an Interim principal at MLK

It is the recommendation of the Superintendent to allow Mr. Harrington Watson to remain as the interim principal of MLK for the 2009-2010 school year.

Bishop McFarland stated that he would like to see the district promote employees from within the system. He further stated that younger persons should be allowed the opportunity to further their career.

President Shelling passed the gavel to Vice President Traweek.

It was moved by Mrs. Shelling and seconded by Bishop McFarland, that the interim principal position not exceed July 30, 2009 and that the position be re-advertised.

Mr. Handy asked why one of the top three candidates was not appointed.

Dr. Dupree stated that the top candidate received a promotion and withdrew her name. He also stated that Board members expressed concerns about the remaining candidates.

Mr. Traweek noted that a new principal would only have two weeks to prepare for the opening of school. He suggested that the new principal have the opportunity to shadow Mr. Watson.

Mrs. Dayton offered a friendly amendment to allow Mr. Watson to serve as interim principal through the end of the first semester (January 8, 2010).

Mr. Shelling and Bishop McFarland accepted the friendly amendment.

The motion carried on a majority vote. Mrs. Smith opposed.

Action Item 7:F – Approval of an Assistant Principal at Wossman High School

On a motion by Bishop McFarland and seconded by Mrs. Smith, the Board tabled this item until the next scheduled meeting.

The motion carried on a unanimous vote.

Action Item 7:G – Approval of Central Office Administrators' Contracts

It was moved by Mrs. Smith and seconded by Bishop McFarland to approve a two year contract for:

Derenda Flowers, Chief Financial Officer
Betty Carroll, Executive Director of Human Resources
Tammye Turpin, Executive Director of Instructional Support Services
Vickie Irwin, Director of Student Support Services
Andrew Hill, Personnel Supervisor
Mamie Williams, Elementary Curriculum Supervisor
Julie Staley, Elementary Curriculum Supervisor
Bobby Williams, Secondary Curriculum Supervisor
Teresa Foreman, Accountability Coordinator
Karla Bowlin, Educational Technology Coordinator

Mrs. Dayton stated that administrators' contracts should have performance objectives that are tailored to their job description.

Dr. Dupree stated that the action plans are specific for each individual. All administrators must work toward student achievement and accountability.

Mrs. Dayton offered a friendly amendment to add job specific performance objectives as an addendum to the contract. Mrs. Smith accepted the friendly amendment.

Mrs. Carroll suggested that one contract be used and that an addendum is added.

Mrs. Shelling suggested that the Superintendent and Board Attorney develop the addendums and bring them to the Board for ratification.

President Shelling restated the motion: Approval of administrators' contracts with an addendum that is based on specific job responsibilities.

Mr. Handy asked the Board to consider giving Central Office administrators a pay increase.

The motion carried on a unanimous vote.

Action Item 7:H – Approval of Principals' and Assistant Principals' Contracts

Deleted

Unfinished Business

Agenda Item 8:A – Forethought Consulting Contract

Attorney Lawrence stated that he should have the contract completed by the end of the week.

Agenda Item 8:B – Policy/Procedure to Review Credit Card Expenditures

Mrs. Dayton noted that a Policy Committee meeting will be called to discuss this and other policies.

New Business

Agenda Item 9:A – Internal Auditor Position

President Shelling distributed to the Board a packet containing information on the duties, responsibilities and pay scale of an internal auditor. She asked the Board to peruse the document and consider bringing a recommendation for approval to advertise for the position at the next meeting.

Agenda Item 9:B – Approval of the Superintendent's Evaluation Instrument

Public Comment

Mr. H. M. Butler stated that he was expecting to hear a discussion about the sanctioning of the Superintendent. He then asked if it was time to evaluate Dr. Dupree.

Mrs. Smith stated that Mrs. Shelling mentioned sanctioning the Superintendent; it was not a Board decision. She further stated that a sanction is something that should be addressed when the Superintendent is evaluated.

Mrs. Shelling noted that the sanction was her recommendation and that it is a moot issue if the Board does not agree.

Mrs. Dayton stated that the evaluation instrument that was previously used is the same one that will be used to evaluate the Superintendent this year. The only difference is that there is a spread sheet that lists the performance objectives. She also stated that Dr. Dupree provided to her a body of material related to the performance objectives. Both instruments have been reviewed by Attorney Lawrence.

It was moved by Mr. Traweek and seconded by Bishop McFarland to accept the Superintendent's Evaluation Instrument as presented by the Evaluation Committee.

Mrs. Smith stated that she does not have a copy of the spreadsheet.

Mrs. Dayton indicated that it was emailed to all Board members.

President Shelling asked that a timeframe be noted in the motion.

Amended motion: It was moved by Mr. Traweek and seconded by Bishop McFarland, to accept the evaluation instrument and to complete the evaluation no later than June 30, 2009.

Mr. Handy questioned how last year's evaluation instrument coincides with this year's evaluation instrument since performance objectives have been added to the new contract.

President Shelling stated that one instrument does not have anything to do with the other; they are two separate instruments that will be used separately. She further stated that the spreadsheet helps decide whether or not the Superintendent has performed at the level set by the Board.

Attorney Lawrence stated that there must be a way to measure the outcome of the performance objectives. Therefore, a seconded instrument is needed in order to determine if the objectives have been met.

After reviewing the spreadsheet, Bishop McFarland withdrew his second.

Mrs. Dayton seconded the motion.

Bishop McFarland stated that he has been informed that this is the first time the Superintendent has seen the second part of the evaluation instrument.

Superintendent Dupree indicated that this is indeed the first time he has seen the second part of the evaluation instrument. He stated that he has scanned the document and the Board can move forward with the process.

Mrs. Dayton withdrew her second.

Mrs. Shelling asked Dr. Dupree how much time is needed to review the document. She stated that she wants this process to be fair, and it would not be fair to evaluate the Superintendent on an instrument he has never seen. She recommended that the Board table this item and reconvene in 48 hours to approve the instrument. This will give the Superintendent the opportunity to review the spreadsheet.

Mr. Traweek stated that the timeline for the evaluation is fast approaching. The Superintendent has accepted the instrument and the process need to move forward.

Mrs. Dayton reinstated her second.

In favor: Mrs. Dayton, Mrs. Krutzer, Mr. Traweek, Mrs. Shelling
Opposed: Mr. Handy, Bishop McFarland, Mrs. Smith

Mr. Handy stated that he is opposed because the spreadsheet does not coincide with the evaluation instrument.

Bishop McFarland stated that he is opposed because this is the first time the Superintendent and some Board members have seen the spreadsheet.

Mrs. Smith stated that she is opposed because she has always opposed the performance objectives as written. She further stated that she is opposing the spreadsheet only.

The motion carried on a majority vote.

Superintendent Dupree asked Attorney Lawrence what he needs to do to ensure that the evaluation is private.

Attorney Lawrence stated that the evaluation is private unless he elects to make it public.

Action Item 9:C – Appointment of an Architect for Gymnasiums at Wossman and Lee

It was moved by Mrs. Smith and seconded by Mr. Handy to appoint McElroy and Associates for architectural development for the gymnasium at Wossman High and to appoint Architecture Plus for architectural development of the gymnasium at Lee Jr. High.

Mr. Handy stated that he is in support of the project, but there are other projects that need to be addressed at every school. He inquired about the funding source for these projects.

Mrs. Flowers indicated that the district has the capacity to issue \$10,000.000 in bonds.

Mrs. Smith indicated that she is aware that there are other needs in the district but gyms are needed at both schools. She also indicated that QZAB and sales tax money can fund other projects.

Mrs. Krutzer stated that QZAB funds can not address all of the needs.

The motion carried on a unanimous vote.

Mrs. Shelling recognized staff from McElroy and Associates.

Action Item 9:D – Appointment of an Architect for Windows at Neville

On a motion by Mr. Traweek and seconded by Bishop McFarland, the Board approved TB Architect for architectural development of windows at Neville High.

The motion carried on a unanimous vote.

Action Item 9:E – Human Resources Agenda

On a motion by Bishop McFarland and seconded by Mr. Handy, the Board approved the Human Resource Agenda as presented by the administration.

The motion carried on a unanimous vote.

Action Item 9:F-1 – Approval of an MOU for the STAR Academy

It was moved by Mrs. Dayton and seconded by Mr. Handy to approve the Memorandum of Understanding for the STAR Academy.

Dr. Dupree indicated that he has serious concerns about the three year commitment associated with the MOU. This item was placed on the agenda because the State Department required that the MOU be brought before the Board. He stated that he would like the Board Attorney and himself to meet with staff from the State Department. It was noted that by signing the MOU as written, the district will be committed to approximately \$4.2 million.

Mrs. Dayton withdrew her motion and Mr. Handy withdrew his second.

It was moved by Mrs. Smith and seconded by Bishop McFarland to table this agenda item.

President Shelling stated that the Board has been in meetings since 4:00 p.m. She called for a ten minute break.

The Board continued discussion of this agenda item.

It is the recommendation of the Superintendent to approve a MOU for one year.

Mrs. Smith withdrew her motion and Bishop McFarland withdrew his second.

It was moved by Mrs. Krutzer and seconded by Bishop McFarland to approve the MOU for the STAR Academy for the budgeted year 2009-2010.

The motion carried on a unanimous vote.

Action Item 9:F-2 – Approval of 2009-2010 Federal Budgets and Consolidated Application

On a motion by Mrs. Krutzer and seconded by Bishop McFarland the Board adopted a resolution to approve the 2009-2010 Federal Programs Consolidated Application (Title I, II, IV and IDEA) Regular Budgets and ARRA (stimulus) Budgets. Adoption of the Budget Resolution for 2009-2010 shall not operate on the part of the Monroe City School District to change, set, fix or otherwise alter the salary or compensation owed by the school district (a) to any employee or (b) for any job position, whether referenced in the Resolution, the budget documents offered in support, or otherwise. Adoption of the Budget Resolution for 2009-2010 shall not operate on the part of the Monroe City School District to adopt, establish, fix, or modify any schedule for pay, salary or compensation owed to any job position, employee or other person. Adoption of a Budget Resolution shall only operate to allocate funding.

The motion carried on a unanimous vote.

Action Item 9:G-1a – Awarding of Bid for Indoor Bleachers for M.L.K. Middle School

On a motion by Bishop McFarland and seconded by Mrs. Smith, the Board awarded the bid for indoor bleachers for M.L.K. Middle School to Insight Inc.

The motion carried on a unanimous vote.

Action Item 9:G-1b – Awarding of Bid for Air Conditioning for Two Buses

On a motion by Bishop McFarland and seconded by Mrs. Smith, the Board awarded the bid for air conditioning for two buses to Ross Bus and Equipment Sales.

The motion carried on a unanimous vote.

Action Item 9:G-2 – Appointment of the Official Journal for 2009-2010

On a motion by Mrs. Smith and seconded by Mr. Handy, the Board approved the Monroe Dispatch as the official journal for 2009-2010.

Mr. Traweek asked if there was an RFP.

President Shelling indicated that an RFP has never been done because the Board has historically appointed an official journal.

The motion carried on a unanimous vote.

Action Item 9:G-3 – Resolution Approving the Consolidated Budgets for 2009-2010 and the Revised 2008-2009 Consolidated Budgets

It was moved by Bishop McFarland and seconded by Mrs. Smith to approve a resolution for the Consolidated Budgets for 2009-2010 and to approve the revised 2008-2009 Consolidated Budgets.

Mrs. Krutzer offered a substitute motion to allow music funds to remain in the music budget for instrument repair.

Mrs. Flowers indicated that the funds can be released early so that the music program is ready for the start of school. If funds are not spent in a particular budgeted year, those funds can go into the fund balance and then be rededicated the next budgeted year.

Superintendent Dupree stated that this matter can be taken care of without Board action.

Mrs. Dayton offered a friendly amendment to add the same statement regarding salaries that was motioned in action item 9:F-2.

President Shelling restated the motion: Approval to adopt a resolution for the 2009-2010 Consolidated Budgets and the revised 2008-2009 Consolidated Budgets. Adoption of the Budget Resolution for 2009-2010 shall not operate on the part of the Monroe City School District to change, set, fix or otherwise alter the salary or compensation owed by the school district (a) to any employee or (b) for any job position, whether referenced in the Resolution, the budget documents offered in support, or otherwise. Adoption of the Budget Resolution for 2009-2010 shall not operate on the part of the Monroe City School District to adopt, establish, fix, or modify any schedule for pay, salary or compensation owed to any job position, employee or other person. Adoption of a Budget Resolution shall only operate to allocate funding. Remaining funds from the 2008-2009 music budget to be expended on Fine Art needs.

The motion carried on a majority vote.

Mrs. Krutzer opposed. She stated that she is opposed because she has not had time to make the Board aware of what is in the budget.

Agenda Item 9:H – Staff Office Hours

Mrs. Shelling stated that she has spoken with Dr. Dupree regarding office hours. She noted that Board policy sets office hours and that summer hours have not been approved by the Board. She stated that the purpose of this agenda item is to bring awareness that summer hours have not been approved. She noted that she is concerned that the time of departure has been adjusted but the time of arrival has not been adjusted.

Dr. Dupree stated that the practice of reduced hours has been in existence for many years.

Mr. Traweek stated that the parish work even fewer hours than our district does. He also stated that he is in support of the summer schedule. He asked Attorney Lawrence if this is legal.

Attorney Lawrence stated that the Board can authorize a change in the policy.

Bishop McFarland asked if the policy could be suspended.

President Shelling stated that this policy needs to be reviewed for the upcoming school year.

It is the consensus of the Board to continue with the summer office hours.

Agenda Item – 9:I – Approval to Advertise for Bid for Bleachers at Lee Jr. High

On a motion by Bishop McFarland and seconded by Mrs. Smith, the Board authorized the administration to advertise for bids for bleachers at Lee Jr.

The motion carried on a unanimous vote.

Agenda Item 10 – Board Committee Updates

- A. Transportation Committee: Meeting to be scheduled.
- B. Personnel Committee: The committee needs thirty minutes at its next meeting.
- C. Facilities Committee: Meeting to be scheduled.
- D. Insurance Committee: Meeting to be scheduled.
- E. Public Relations Committee: Mrs. Amy Scott updated the committee on various projects.
- F. Finance Committee – Meetings will be held monthly. Each Board member will chair a meeting.

Agenda Item 11 – President's Reports and Announcement

President Shelling stated that she attended the Legislative Session and HB 851 was defeated.

Board members are encouraged to attend the Southern Region Conference in Little Rock, Arkansas in July.

Rescheduling of the next Board meeting: The consensus of the Board is to move the June 16th meeting to June 30th.

Agenda Item 12 – Superintendent's Announcements

Superintendent Dupree indicated that he has been invited to the Skills Center of American Training on June 17-20, 2009 and the Exemplary Leadership Summit on June 25-27, 2009. There is no cost to the district.

Action Item 13 – Recess/Adjournment

There being no further business to come before the Board, the meeting adjourned at 9:50 p.m. upon a motion by Mrs. Smith and seconded by Bishop McFarland.

The motion carried on a unanimous vote.

Mrs. Brenda Shelling
President

James A. Dupree, Ed.D.
Superintendent