

The Morehouse Parish School Board met in regular monthly session on Tuesday, February 6, 2024, at 5:30 p.m. at Morehouse Student Services Center, with the following members present Karen Diel, Louis Melton – President, Robert Johnson - Vice President, Rick Hixon, Debbie Wilson, Veronica Loche-Tappin and Adrin Williams. Also, present David Gray, Superintendent and Steve Katz, Attorney.

President Louis Melton called the meeting to order.

The next item on the agenda was the invocation led by Mr. Louis Melton.

Mr. Louis Melton led the pledge of allegiance.

Roll call to Establish a Quorum: Present - Karen Diel, Louis Melton, Robert Johnson, Rick Hixon, Debbie Wilson, Veronica Loche-Tappin. and Adrin Williams

Robert Johnson exited the meeting at 6:17 pm.

The next item on the agenda was the approval of the agenda. ***On a motion of Ms. Karen Diel to amend the agenda adding item 16-a, To discuss and take necessary action for approval of the Mobile School Kitchen Manager salary schedule. (Presented by Ms. Ashley White), seconded by Mr. Robert Johnson. None opposed the motion passed.***

On a motion of Mr. Rick Hixon to approve the amended agenda, seconded by Mrs. Debbie Wilson. None opposed the motion passed.

The next item on the agenda was recognitions:

- **Employee of the Month** – Bastrop High School Child Nutrition Worker–Terry Kennedy was recognized and presented with a plaque and gift card.
- **LDOE SCHOOL HEALTH SERVICE PROVIDER AWARD**
District Nominees: Krista Benson, Darlene Blackard, Leslye Barnes
Leslye Barnes – LDOE Semi Finalist for School Health Service Provider of the Year Award. Certificates were presented to each nominee.

The next item on the agenda was Superintendent’s Announcements –

- Mr. Gray gave updates on Collinston School structure. PAAC went out to look at the school. The cost for asbestos removal will only be around \$1800. More information will be provided soon.
- Mr. Lyn Kenley- Gave updates on the ESSER III and Running Track projects for the district. Restroom renovations continue on schedule. Modular classrooms’ raised walkways are complete, and walkway canopies are beginning installation. Material delivery caused a delay. Updates were given on the running track toe board and the shot-put circle. The process has begun and awaiting schedule from Hellas.

The next item on the agenda was the approval of minutes from The Regular School Board Meeting held on January 11, 2024 at 5:30 pm. ***On a motion of Mr. Rick Hixon to approve the minutes from The Regular School Board Meeting held on January 11, 2024 at 5:30 pm, seconded by Mrs. Veronica Tappin with the correction, It should read, (Mrs. Veronica Tappin motioned for the nominations to be closed.) None opposed the motion passed unanimously.***

The next item on the agenda was Approval of monthly Travel Requests – ***On a motion of Mrs. Veronica Tappin to approve the monthly Travel Requests, seconded by Mr. Rick Hixon. None opposed the motion passed unanimously.***

The next item on the agenda was Approval of monthly Bus Requests- ***On a motion of Mrs. Debbie Wilson to approve the monthly bus request, seconded by Mrs. Veronica Tappin. None opposed the motion passed unanimously.***

The next item on the agenda was to receive the 2023 School Report for Beekman Charter School. (Presented by Ms. Samantha Mann) ***This was presentation only.***

The next item on the agenda was to “Request permission from the Morehouse Parish School Board to accept Change Order 005 from Gentry Construction in the amount of \$50,957.57 for the repair and/or replacement of dilapidated plumbing rough in’s that were discovered during the demolition for Phase II of the Restroom Renovations for Bastrop High School, Morehouse Elementary School, Morehouse Magnet School, and Delta Elementary School. This unforeseen work is necessary for the proper renovations of the affected restrooms and will assist in the assurance of trouble-free operation of the restrooms in the future. These changes are similar to the unforeseen condition found in Phase I of the ESSER III Restroom Renovations which were previously approved by the school board.” (Presented by Mr. Lyn Kenley) ***On a motion of Mrs. Debbie Wilson to grant permission from the Morehouse Parish School Board to accept Change Order 005 from Gentry Construction in the amount of \$50,957.57 for the repair and/or replacement of dilapidated plumbing rough in’s that were discovered during the demolition for Phase II of the Restroom Renovations for Bastrop High School, Morehouse Elementary School, Morehouse Magnet School, and Delta Elementary School, seconded by Mr. Robert Johnson. None opposed the motion passed unanimously.***

The next item on the agenda was to receive the report from the Finance and Advisory Committee meeting held on January 30, 2024.

The Finance and Advisory Committee met on Tuesday, January 30, 2024 at 5:30 pm. **Robert Johnson-Chairperson** called the meeting to order. In attendance were the following: Louis Melton, Debbie Wilson, Veronica Tappin and Adrin Williams. Also present were Ms. Karen Diel, David Gray, Superintendent, and Stephen Katz, Attorney.

The following agenda items were presented to the Finance and Advisory Committee:

1. To receive the Sales Tax Funds report for December 2023. (Presented by Ms. Ersula Downs) ***On a motion by Mr. Louis Melton to approve the Sales Tax Funds report for December 2023, seconded by Mrs. Debbie Wilson. None opposed, the motion passed unanimously.***
Mr. President, I so move, seconded by Mrs. Veronica Tappin. None opposed the motion passed.
2. To receive the General Fund report for December 2023. (Presented by Ms. Ersula Downs) ***On a motion of Mrs. Veronica Tappin to approve the General Fund report***

for December 2023, seconded by Mr. Louis Melton. None opposed, the motion passed unanimously.

Mr. President, I so move, seconded by Mr. Rick Hixon. None opposed the motion passed.

3. To receive the School Lunch Fund report for December 2023. (Presented by Ms. Ersula Downs) *On a motion of Mrs. Veronica Tappin to approve the School Lunch Fund report for December 2023, seconded by Mrs. Debbie Wilson. None opposed, the motion passed unanimously.*

Mr. President, I so move, seconded by Mrs. Debbie Wilson. None opposed the motion passed.

4. To receive the East Morehouse Tax Fund report for December 2023. (Presented by Ms. Ersula Downs) *On a motion of Mrs. Debbie Wilson to approve the East Morehouse Tax Fund report for December 2023, seconded by Mrs. Veronica Tappin with the necessary corrections. None opposed, the motion passed unanimously.*

Mr. President, I so move, seconded by Mr. Rick Hixon. None opposed the motion passed.

5. To receive the ESSER Funds report for December 2023. (Presented by Ms. Ersula Downs) *On a motion by Mr. Louis Melton to approve the ESSER Funds report for December 2023, seconded by Mrs. Debbie Wilson. None opposed, the motion passed unanimously.*

Mr. President, I so move, seconded by Mrs. Debbie Wilson. None opposed the motion passed.

6. To receive the quarterly and year-to-date budget to actual comparisons on the funds below.

- A. Sales Tax Funds
- B. General Fund
- C. School Lunch Fund
- D. East Morehouse Tax Fund
- E. ESSER Funds
- F. Special Revenue Funds

Section A. On a motion of Mrs. Veronica Tappin to approve the Sales Tax Funds, seconded by Mrs. Debbie Wilson. None opposed, the motion passed unanimously.

Mr. President, I so move, seconded by Mrs. Veronica Tappinn. None opposed the motion passed.

Section B. On a motion of Mrs. Debbie Wilson to approve the General Fund, seconded by Mrs. Veronica Tappin. None opposed, the motion passed unanimously.

Mr. President, I so move, seconded by Ms. Adrin Williams. None opposed the motion passed.

Section C. *On a motion of Mr. Louis Melton to approve the School Lunch Fund, seconded by Mrs. Veronica Tappin. None opposed, the motion passed unanimously.*
Mr. President, I so move, seconded by Mr. Rick Hixon. None opposed the motion passed.

Section D. *On a motion of Mrs. Debbie Wilson to approve the East Morehouse Tax Fund, seconded by Mrs. Veronica Tappin. None opposed, the motion passed unanimously.*
Mr. President, I so move, seconded by Ms. Adrin Williams. None opposed the motion passed.

Section E. *On a motion of Mrs. Debbie Wilson to approve the ESSER Funds, seconded by Mrs. Veronica Tappin. None opposed, the motion passed unanimously.*
Mr. President, I so move, seconded by Mr. Rick Hixon. None opposed the motion passed.

Section F. *On a motion of Mrs. Debbie Wilson to approve the Special Revenue Funds, seconded by Mr. Louis Melton. None opposed, the motion passed unanimously.*
Mr. President, I so move, seconded by Ms. Adrin Williams. None opposed the motion passed.

7. To receive an update from the East Morehouse Tax District. (Presented by Mrs. Carla Martin) ***This was presentation only.***

MEETING ADJOURNED

The next item on the agenda was to receive the amendment to the Special Revenue Funds Report presented at the January 30, 2024 Finance and Advisory Committee meeting. (Presented by Ms. Ersula Downs). ***On a motion of Mr. Robert Johnson to approve the amendment to the Special Revenue Funds Report presented at the January 30, 2024 Finance and Advisory Committee meeting, seconded Mr. Rick Hixon. None opposed the motion passed.***

The next item on the agenda was to receive the Discipline Report (January 2024). (Presented by Mr. Ralph Davenport) ***This was presentation only.***

The next item on the agenda was to discuss and take the necessary actions for approval of a new position, job description and advertisement for a manager to oversee the new Child Nutrition Food Truck and Staff. (Presented by Ms. Ashley White) ***On a motion of Mr. Rick Hixon to approve the a new position, job description and to advertise for a manager to oversee the new Child Nutrition Food Truck and Staff, seconded by Mrs. Debbie Wilson. None opposed the motion passed unanimously.***

The next item on the agenda was ***to discuss and take necessary action for approval of the Mobile School Kitchen Manager salary schedule. (Presented by Ms. Ashley White)On a motion of Ms. Adrin Williams to approve the Mobile School Kitchen Manager salary schedule, seconded by Mrs. Veronica Tappin. None opposed the motion passed unanimously.***

The next item on the agenda was to consider entering into an H1B Staffing Agency Agreement with HIREFOX LLC and authorizing the president, Louis Melton, to execute the same. (Presented by Mrs. Teresa Merritt) *On a motion of Ms. Karen Diel to approve entering into an H1B Staffing Agency Agreement with HIREFOX LLC and authorizing the president, Louis Melton, to execute the same, seconded by Mr. Rick Hixon. None opposed the motion passed unanimously.*

The next item on the agenda was to amend section A.(b)(i)(aa) of policy F-28 to substitute the words “crime listed in R.S. 15:587.1(C)” for the term “felony offense” in order to follow current state law as a “**First Reading**”. (Attachment is in your board packet to include the current policy and revised policy.) (Presented by Mr. Steve Katz) *On a motion of Mrs. Debbie Wilson to amend section A.(b)(i)(aa) of policy F-28 to substitute the words “crime listed in R.S. 15:587.1(C)” for the term “felony offense as a “First Reading”, seconded by Ms. Karen Diel. None opposed the motion passed unanimously.*

The next item on the agenda was to adopt the LSBA Code of Conduct for Louisiana School Board Members as a policy as a “**Second Reading**” and request a policy number from Forethought. (Presented by Mr. David Gray) *On a motion of Mrs. Debbie Wilson to adopt the LSBA Code of Conduct for Louisiana School Board Members as a policy as a “Second Reading” and request a policy number from Forethought, seconded by Ms. Karen Diel. None opposed the motion passed unanimously.*

The next item on the agenda was to adopt revised policy CG as Administrative Records as a “**Second Reading**”. (Attachment is in your Board packet – adds the underlined phrase on page 3). (Presented by Mr. Steve Katz) *On a motion of Mr. Rick Hixon to adopt revised policy CG as Administrative Records as a “Second Reading,” seconded by Mrs. Debbie Wilson. None opposed the motion passed unanimously.*

The next item on the agenda was to adopt policy DFG as Donations And Gifts – as a “**Second Reading.**” (Attachment is in your Board packet – conforms with Act 346). (Presented by Mr. Steve Katz) *On a motion of Mr. Rick Hixon to adopt policy DFG as Donations And Gifts – as a “Second Reading”, seconded by Mrs. Debbie Wilson. None opposed the motion passed unanimously.*

The next item on the agenda was to adopt policy EBBH as Use Of Automated External Defibrillator (AED) And Cardiac Emergency Plan as a “**Second Reading.**” (Attachment is in your Board packet – conforms with Act 234). (Presented by Mr. Steve Katz) *On a motion of Mr. Rick Hixon to adopt policy EBBH as Use Of Automated External Defibrillator (AED) And Cardiac Emergency Plan as a “Second Reading”, seconded by Mrs. Debbie Wilson. None opposed the motion passed unanimously.*

The next item on the agenda was to adopt the revised policy IHAD as Parent Conferences as a “**Second Reading.**” (Attachment is in your Board packet – policy combines various parent conferences into one policy.) (Presented by Mr. Steve Katz) *On a motion of Mr. Rick Hixon to adopt the revised policy IHAD as Parent Conferences as a “Second Reading,” seconded by Mrs. Debbie Wilson. None opposed the motion passed unanimously.*

The next item on the agenda was to amend Morehouse Parish Wellness policy, F-22 by adding additional requirement on page 127F. to section 4.C.3. for K-5 students as a “**Second Reading**”. (Attachment is in your Board packet – complies with Act 219 to provide recess for students K-5.) (Presented by Mr. Steve Katz) *On a motion of Mr. Rick Hixon to amend Morehouse Parish Wellness policy, F-22 by adding*

additional requirement on page 127F. to section 4.C.3. for K-5 students as a “Second Reading,” seconded by Mrs. Debbie Wilson. None opposed the motion passed unanimously.

The next item on the agenda was “To discuss and take the necessary action to change and add extra-curricular supplemental pay schedule for 5th or 6th grades basketball, football and all other sports such as cheerleading, pep squad, dance line, band and etc. that reflect the same or $\frac{3}{4}$ of the Jr. High School stipend.” (Presented by Mr. Louis Melton and Elementary principals) ***This was discussion only, no motion was made.***

The next item on the agenda was “To discuss and take the necessary action to change the index for elementary principals, assistant principals, supervisors, coordinators, and etc. due to an increase in students and teacher’s enrollment and employment, plus additional sports, duties, and responsibilities.” (Requested and Presented by Mr. Louis Melton and Elementary principals.) ***This was discussion only, no motion was made.***

The next item on the agenda was “To discuss and take the appropriate action to have employees paid twice a month instead of once a month.” (Requested by Mrs. Veronica Tappin and Presented by Mrs. Veronica Tappin) ***There was much discussion and Ms. Downs agreed to adjust January payroll effective 2024-2025 school year.***

The next item on the agenda was to Public Comment: **None for this meeting.**

The next item on the agenda was Personnel:

- a. Personnel Report (See Attachment)

The meeting was adjourned by Mr. Louis Melton, President

Mr. Louis Melton, President

Mr. David Gray, Superintendent