

THE OFFICIAL PROCEEDINGS OF THE GRANT PARISH SCHOOL
BOARD OF THE PARISH OF GRANT, STATE OF LOUISIANA, TAKEN
AT A REGULAR MEETING HELD ON TUESDAY, October 4, 2016,
AMENDED TO INCLUDE THE SUPERINTENDENT'S CONTRACT
ADDENDUM AND THE SUPERINTENDENT'S EVALUATION DOCUMENT

The Parish School Board of the Parish of Grant, State of Louisiana, met in its regular meeting place, the Grant Parish School Board Office, Colfax, Louisiana, in Regular Session, Tuesday, October 4, 2016 at 6:00 o'clock P.M.

There were present Mr. Randy Browning, Mrs. Lisa Roberts, Mrs. Charlene Anderson, Mrs. Mary Bullock, Mr. Bill Riggs Mr. A.D. Futrell and Mr. Buddy Pennison.

All of the Board Members were not present, Mrs. Karen Layton was absent.

Mrs. Sheila S. Jackson, Secretary-Treasurer was also present.

The Parish School Board of the Parish of Grant, State of Louisiana, was duly convened by Mrs. Mary Bullock, President of the Grant Parish School Board, who then stated that the Grant Parish School Board was ready to transact any business which may come before the Board.

Motion by Mr. Futrell, seconded by Mrs. Anderson and unanimously approved the September 6, 2016 Regular Board Minutes.

Guests:

Sheriff Steven McCain: Future of the Detention Center, Tax Renewal

Chris Gatlin: Update on assessment property value/school visits

Motion by Mr. Pennison, seconded by Mrs. Anderson and unanimously approve a District fund revision for Grant Jr. High School, \$10,000, for maintenance and supplies repairs

Motion by Mr. Pennison, seconded by Mrs. Anderson and unanimously approve a Parishwide fund revision for Verda Elementary School, \$5,000, for maintenance supplies repairs

Received for approval at the November 1, 2016 Regular Meeting to add the following statement to FILE DJ, Expenditure of Funds, due to federal EDGAR requirements: Grant Parish School Board has elected the two-year grace period to implement requirement will go in effect July 1, 2017. Beginning with the 201502016 school year, all LEA-administered grant awards include a supplement to the Notice of Grant Award (NOGA supplement) specifying which federal regulations apply to the grant. In regards to the procurement guidelines, since Grant

Parish School Board has elected to take the grace period, the procurement shall be in accordance with OMB Circular A-133.

Motion by Mr. Pennison, seconded by Mr. Riggs and unanimously approved the Dress Code for Bus Drivers and Bus Attendants

Motion by Mr. Futrell, seconded by Mrs. Roberts and unanimously approved the Addendum to the Superintendent's Contract

Grant Parish School Board

Addendum to Superintendent's Employment Contract

Approved Performance Objectives – Effective July 1, 2016 – June 30, 2017

Throughout the term of this Contract and any renewals thereof, the Superintendent shall meet or exceed the following Performance Objectives:

PERFORMANCE OBJECTIVES

1. The Superintendent shall keep the Board informed of material developments which positively or negatively impact the Grant Parish School System.
2. The Superintendent shall keep the Board informed as to the status of Board finances and its budget and shall make such recommendations as are necessary to maintain a balanced budget.
3. The Superintendent shall timely file and/or post all necessary reports, agendas, or other documents required by law.
4. The Superintendent shall be an advocate for the Grant Parish School System.
5. The Superintendent shall maintain a visible presence in the schools and in the community.
6. The Superintendent shall assist the staff in seeking out all available funding with the goal of obtaining funding to improve educational opportunities for all students.
7. The Superintendent shall monitor and work toward improving student achievement in the Grant Parish School System.
8. The Superintendent shall institute the instructional leadership and or administrative oversight necessary to demonstrate system-wide improvement in the following areas:
 - A. Maintain or increase the District Performance Score (or its equivalent);
 - B. Assist any school with a School Performance Score (or its equivalent) of C, D or F in writing and implementing a School Improvement Plan to address the areas identified as needing improvement;
 - C. Maintain or increase the High School Graduation Rate (or its equivalent);
 - D. Assist any school with a School Performance Score (or its equivalent) of C, D or F in writing and implementing a plan to address increasing the High School Graduation Rate;

- E. Maintain or increase the percentage of teachers with a proficient effective to highly effective performance rating.

This Done and Signed the 4th day of October 4, 2016, in the presence of the undersigned competent witnesses in Colfax, Louisiana

Witnesses:

Mary Bullock, President
Grant Parish School Board

Sheila S. Jackson, Superintendent
Grant Parish School Board

Motion by Mr. Pennison, seconded by Mr. Riggs and unanimously approved the Superintendent's Evaluation document

Grant Parish School Board

Superintendent's Evaluation of Performance Objectives

Rate each of the following using the following scale:

1 – Ineffective, 2 – Emerging Effective, 3 – Proficient Effective, or 4 – Highly Effective
(Any area receiving a rating of 1 or 2 must include an explanation of why and a suggestion for improvement)

Board Relations: The Superintendent:

- | | | | | |
|--|---|---|---|---|
| 1. Manages the district in accordance with Board policy. | 1 | 2 | 3 | 4 |
| 2. Informs the Board about the operations of the schools. | 1 | 2 | 3 | 4 |
| 3. Offers the Board professional advice, based on experience, study, and analysis, regarding needed policy decisions and other items requiring Board action. | 1 | 2 | 3 | 4 |
| 4. Provides Board members with timely agendas and with information and reports need to make informed decisions. | 1 | 2 | 3 | 4 |

Average Rating for Board Relations: _____

Comments:

Personnel: The Superintendent:

- | | | | | |
|--|---|---|---|---|
| 1. Maintains an active program of personnel recruitment and selection to provide for the most competent faculty and staff. | 1 | 2 | 3 | 4 |
|--|---|---|---|---|

- | | | | | |
|--|---|---|---|---|
| 2. Ensures a selection process which identifies the best candidate in accordance with the district's non-discrimination policy and which includes a thorough reference and background check. | 1 | 2 | 3 | 4 |
| 3. Ensures the systematic evaluation of all employees in accordance with Board policy. | 1 | 2 | 3 | 4 |
| 4. Organizes the staff so that appropriate decision making may take Place at various levels. | 1 | 2 | 3 | 4 |
| 5. Holds regular administrative meetings and provides means for two-way communication. | 1 | 2 | 3 | 4 |
| 6. Informs administrators of district policies/procedures and state/federal laws that pertain to specific job duties. | 1 | 2 | 3 | 4 |
| 7. Provides for continuous professional growth, periodical review and reorganization of staff duties as necessary to take full advantage of individual competencies. | 1 | 2 | 3 | 4 |
| 8. Ensures that a fair process exists for hearing employee complaints and taking subsequent action . | 1 | 2 | 3 | 4 |
| 9. Promotes confidence and respect of the staff and makes himself available to the staff within reasonable limitations. | 1 | 2 | 3 | 4 |

Average Rating for Personnel: _____

Comments:

Instructional Program: The Superintendent:

- | | | | | |
|---|---|---|---|---|
| 1. Mandates the continuous review and evaluation of the instructional program including the curriculum and instructional materials. | 1 | 2 | 3 | 4 |
| 2. Maintains efforts to improve the quality of teaching. | 1 | 2 | 3 | 4 |
| 3. Investigates and implements current educational practices. | 1 | 2 | 3 | 4 |
| 4. Encourages innovation in all schools. | 1 | 2 | 3 | 4 |

Average Rating for Instructional Program: _____

Comments:

Operation and Management: The Superintendent:

- | | | | | |
|---|---|---|---|---|
| 1. Ensures that district records are maintained in accordance with law. | 1 | 2 | 3 | 4 |
| 2. Ensures for a safe school environment. | 1 | 2 | 3 | 4 |
| 3. Ensures a program of preventive maintenance for all school facilities. | 1 | 2 | 3 | 4 |
| 4. Ensures the district business functions are efficiently managed. | 1 | 2 | 3 | 4 |
| 5. Ensures that the budget is planned in terms of educational priorities. | 1 | 2 | 3 | 4 |
| 6. Investigates and encourages new funding opportunities. | 1 | 2 | 3 | 4 |

Average Rating for Operation and Management: _____

Comments:

Community Relations: The Superintendent:

- | | |
|---|---------|
| 1. Provides direction and support for effective school site processes involving the community, including the communication of school performance. | 1 2 3 4 |
| 2. Enhances communication between the district and school and the community; speaks on behalf of the schools before community groups and governmental agencies. | |
| 3. Cooperates with diverse community members and agencies to educational goals. | 1 2 3 4 |
| 4. Works with the Board and stakeholders to develop a plan for moving forward. | 1 2 3 4 |

Average Rating for Community Relations: _____

Comments:

ACT 1 Requirements: The Superintendent:

- | | |
|--|---------|
| 1. Maintains or increases the District Performance Score (or its equivalent). | 1 2 3 4 |
| 2. Assist any school with a School Performance Score (or its equivalent of C, D or F in writing and implanting a School Improvement Plan to Address the areas identified as needing improvement. | 1 2 3 4 |
| Maintains or increases the High School Graduation Rate (or its equivalent). | 1 2 3 4 |
| 3. Assist any school with a School Performance Score (or its equivalent) of C, D or F in writing and implementing a plan to address increasing the High School Graduation Rate. | 1 2 3 4 |
| maintains or increases the percentage of teachers with a proficient effective to highly effective performance rating. | 1 2 3 4 |

Average Rating for ACT 1 Requirements: _____

Comments:

Overall Rating: _____

Transfer the average score of each area below and average for an overall rating. (Any area receiving a rating of 1 or 2 must include an explanation of why and a suggestion for improvement)

- | | |
|---------------------------|-------|
| Board Relations: | _____ |
| Personnel: | _____ |
| Instructional Program: | _____ |
| Operation and Management: | _____ |
| Community Relations: | _____ |
| ACT 1 Requirements: | _____ |

Comments:

Evaluator's Name: _____

Evaluator's Signature: _____

Date: _____

Motion by Mr. Pennison, seconded by Mr. Futrell and unanimously approved resolution authorizing the superintendent to sign the Louisiana Uninsured/Underinsure Motorist form reflecting the selection of or rejection of Uninsured/Underinsure Motorist Bodily Injury Coverage

Louisiana Public Schools Risk Management Agency
Uninsured/Underinsured Motorists Bodily Injury Resolution

The following resolution should be placed in the minutes of the Grant Parish School Board held on 10-4-16.

Agenda Item # 2 Resolution authorizing the superintendent to sign the required Louisiana Uninsured/Underinsured Motorist form reflecting the selection of or rejection of Uninsured/Underinsured Motorist Bodily Injury Coverage.

Mr. Buddy Kennison moved, and seconded by Mr. A.D. Futrell to authorize the superintendent to sign the required Louisiana Uninsured/Underinsured Motorist form reflecting a selection of or rejection of Uninsured/Underinsured Motorist Coverage. This selection is applicable to Commercial Automobile Insurance Coverage for the period of October 1, 2016 to October 1, 2017, as presented.

LARMA UM/UIM Resolution 10/09



Received for approval at the November 1, 2016 Regular Meeting the revision to Policy IDDF, Education of Students with Exceptionalities, prepared to reflect changes from Act 522

The Superintendent discussed with Board Members:

- A. October 1, 2016 Count
- B. Teacher Incentive Fund
- C. School Performance Score Release
- D. Rapides Foundation: Strategic Solutions Initiative
- E. Therapy Dog Pilot Program

Motion by Mr. Riggs, seconded by Mr. Pennison and unanimously approved adjourning the meeting.

s/Mary Bullock
Mary Bullock
President
Grant Parish School Board

ATTEST: _____
Sheila S. Jackson
Secretary-Treasurer
Grant Parish School Board