

**MEETING MINUTES**

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**Attendees**

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**Voting Members**

Keith Giles, District 1  
Bruce Brown, District 3  
Kendall McKenzie, District 4  
Robert Boone, District 5  
Scott Breland, District 6  
David Pettit, District 7  
Frankie Crosby, District 8  
Lesley McKinley, District 9-Vice President  
Dr. John Wyble, District 2-President

**Non-Voting Members**

Frances Varnado, Superintendent  
G. Wayne Kuhn, Attorney

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**1. Call to Order**

John Wyble

**2. Invocation**

Lesley McKinley

**3. Pledge of Allegiance**

Robert Boone

**4. Recognize Franklinton High School and Franklinton Jr. High School**

**5. Approval of minutes for the August 31, 2023 Special Board Meeting**

Motion to approve the minutes for the August 31, 2023 Special Board Meeting.

Motion made by: Scott Breland  
Motion seconded by: Frankie Crosby  
Voting:  
Unanimously Approved

**6. Approval of minutes for the September 5, 2023 Special Board Meeting**

Motion to approve the minutes for the September 5, 2023 Special Board Meeting.

Motion made by: Frankie Crosby  
Motion seconded by: Scott Breland  
Voting:  
Unanimously Approved

**7. Approval of minutes for the September 7, 2023 Regular Board Meeting**

Motion to approve the minutes for the September 7, 2023 regular Board Meeting.

Motion made by: Lesley McKinley  
Motion seconded by: Bruce Brown  
Voting:  
Unanimously Approved

**8. Presentation of Certificate of Achievement for Excellence in Financial Reporting**

Ms. Varnado presented the Certificate of Achievement for Excellence in Financial Reporting to Ms. Dana Knight and the Finance Team.

**9. Presentation of Independent Accountant's Report on Agreed-Upon Procedures for Varnado High School for the period July 1, 2021 -June 30, 2022**

Ms. Minda B. Raybourn presented the Independent Accountant's Report on Agreed-Upon Procedures for Varnado High School for the period of July 1, 2021-June 30, 2022.

**10. Presentation of August 2023 financial statements**

Ms. Knight presented the August 2023 financial statements for the following funds:  
General Fund  
School Lunch Fund  
Tax District #4 Bond Sinking Fund

**11. Discuss and take appropriate action regarding the adoption of written payroll procedures**

Motion to adopt the written payroll procedures as presented.

Motion made by: Robert Boone  
Motion seconded by: Lesley McKinley  
Voting:  
Unanimously Approved

**12. Discuss and take appropriate action regarding the adoption of written budget planning, preparation and adoption procedure**

Motion to adopt the written budget planning, preparation and adoption procedures as presented.

Motion made by: Lesley McKinley

Motion seconded by: Frankie Crosby

Voting:

Unanimously Approved

**13. Discuss and take appropriate action regarding the Fiscal Agency Contract for the period of November 1, 2023 through October 31, 2024**

Motion to award Hancock-Whitney Bank the Board's Fiscal Agency Contract for the period of November 1, 2023 through October 31, 2024.

Motion made by: Robert Boone

Motion seconded by: Kendall McKenzie

Voting:

Unanimously Approved

**14. Discuss and take appropriate action regarding previous approval of four Thomas Build C2 71 passenger buses and the related prior approved financing of said transaction**

Motion to approve the financing of four Thomas Build C2 71 passenger buses at the rate of 6.68025 % for 10 years with Daimler Truck Financing.

Motion made by: Frankie Crosby

Motion seconded by: Scott Breland

Voting:

Unanimously Approved

**15. Consider a motion to adopt the revised 2023-2024 school calendar**

Motion to adopt the revised 2023-2024 school calendar.

Revised 10-12-2023

**2023/24 WPSS Calendar- Adopted 2/9/2023**

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
				19		

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
				20		

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
				17		

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
				17		

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31				13		

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
				17		

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		
				16		

March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31				20		

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
				17		

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
				15		

June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Aug 1-3	Staff Development			
Aug 4	Teacher Workday	Jan 4-5	Staff Development	
Aug 7	First Day for Students	Jan 8	Students Return	<b>171 Days =64,600 Min</b> (Minimum Minutes: 63,720)
Sept 4	Labor Day	Jan 15	Dr. Martin Luther King	
Sept 5	Virtual Day	Feb 12-16	Mardi Gras	
Oct 16-20	WPSS Fair	March 11	Virtual Day	Emergency Days: 2 day
Nov 20-24	Thanksgiving	Mar 29-Apr 5	Spring Holidays	
Dec 20-29	Christmas	May 21	Last Day for Students	
January 1-3	New Year's	May 23	Report Cards Mailed	

Motion made by: Scott Breland

Motion seconded by: Kendall McKenzie

Voting:

Unanimously Approved

**16. Consider a motion to adopt the schedule of School Board meetings for 2024**

Motion to adopt the schedule of School Board meetings for 2024.

**Adopted 10/12/2023**

**PUBLIC MEETINGS  
ACT 707 OF 1977**

**REGULAR MEETINGS OF WASHINGTON PARISH SCHOOL BOARD - 2024**

The Washington Parish School Board shall meet in regular session for the year 2023 at its legal domicile, the Washington Parish School Board Office Building, 800 Main Street, Franklinton, Louisiana, at 6:00 P.M., on the following dates:

**THURSDAY - SCHOOL BOARD MEETINGS**

**MONDAY - COMMITTEE MEETINGS**

January 11, 2024

January 9, 2024 (Tuesday)

February 8, 2024

February 5, 2024

March 7, 2024

March 4, 2024

April 18, 2024

April 15, 2024

May 16, 2024

May 13, 2024

June 6, 2024

June 3, 2024

July 11, 2024

July 8, 2024

August 15, 2024

August 12, 2024

September 12, 2024

September 9, 2024

October 10, 2024

October 7, 2024

November 7, 2024

November 4, 2024

December 12, 2024

December 9, 2024

Motion made by: Frankie Crosby

Motion seconded by: Kendall McKenzie

Voting:

Unanimously Approved

**17. Personnel Report**

**18. Superintendent's Report**

The Superintendent announced that the stipend of \$2,000.00 for certificated positions and \$1,500.00 for support personnel will be paid on November 10, 2023.

**19. Personal Privileges**

**20. Adjourn**

Meeting adjourned at 6:50 p.m...

Motion made by: Frankie Crosby

Motion seconded by: Scott Breland

Voting:

Unanimously Approved

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Board Chair

Secretary

DRAFT