

**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

**Non-Voting Members**

- G. Wayne Kuhn, Attorney
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**1. Call to Order**

Lesley McKinley

**2. Invocation**

Scott Breland

**3. Pledge of Allegiance**

Keith Giles

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

Motion to approve the minutes for the December 7, 2023 Regular Board Meeting.

Motion made by: Frankie Crosby

Motion seconded by: Robert Boone

Voting:

Unanimously Approved

**5. Consider a motion to amend the minutes of the January 12, 2023 Regular Board Meeting due to a clerical error in the heading of the minutes**

Motion to amend the minutes of January 12, 2023 Regular Board Meeting due to a clerical error in the heading of the minutes.

Motion made by: Kendall McKenzie

Motion seconded by: Frankie Crosby

Voting:

Unanimously Approved

**6. Resignation of School Board Member, District 2, John Wyble**

Resignation of School Board Member, District 2, John Wyble effective January 7, 2024.

**7. Consider a motion to appoint a School Board Member for District 2 due to the resignation of John Wyble**

Motion to appoint Marsha Newman to fill the vacancy of Washington Parish School Board Member, District 2.

Motion made by: Robert Boone

Motion seconded by: Kendall McKenzie

Voting:

Unanimously Approved

**8. Consider a motion to declare a proclamation to call a special election for the vacancy of Washington Parish School Board Member, District 2, the next available election is scheduled for November 5, 2024 (primary election) and December 7, 2024 (general election) with qualifying dates of July 17, 18 & 19, 2024**

Motion to declare a proclamation to call a special election for the vacancy of Washington Parish School Board Member, District 2, the next available election is scheduled for November 5, 2024 (primary election) and December 7, 2024 (general election) with qualifying dates of July 17, 18 & 19, 2024.

Motion made by: Frankie Crosby  
Motion seconded by: Scott Breland

Voting:  
Unanimously Approved

Attorney, Wayne Kuhn read the proclamation

PROCLAMATION CALLING FOR A  
SPECIAL ELECTION IN  
ACCORDANCE WITH La. R.S. 18:402  
AND La. R.S 18:602 TO FILL THE  
VACANCY OF SCHOOL BOARD  
MEMBER DISTRICT 2, PARISH OF  
WASHINGTON

WHEREAS, the Washington Parish School Board Member for District 2, Parish of Washington has resigned effective January 7, 2024 creating a vacancy.

BE IT HEREBY PROCLAIMED, that a vacancy has occurred in the office of School Board Member, District 2, Parish of Washington and that the Washington Parish School Board herein calls for a special election in accordance with La. R.S. 18:402 & La. R.S. 18:602 with the primary election to be held on November 5, 2024 and the general election to be held on December 7, 2024 with qualifying dates to be July 17, 18, & 19, 2024.

Motion to accept the proclamation

Motion made by: Kendall McKenzie  
Motion seconded by: Bruce Brown

Unanimously Approved

**9. Election of the Officer for Vice President of the Board for 2024**

Motion to nominate Mr. Kendall McKenzie as Vice President of the Board for 2024.

Motion made by: Robert Boone  
Motion seconded by: Bruce Brown

Voting:  
Keith Giles - Yes  
Bruce Brown - Yes  
Kendall McKenzie - Abstain  
Robert Boone - Yes  
Scott Breland - Yes  
David Pettit - Yes  
Frankie Crosby - No  
Lesley McKinley - Yes

**10. Consider a motion to adopt a resolution declaring January as School Board Recognition Month**

Motion to adopt a resolution declaring January as School Board Recognition Month. The Board Members were recognized for their training hours for 2023.

Keith Giles-33.5 hours and a Certified Board Member achieving more than 20 hours

John Wyble-12 hours

Bruce Brown-1 hour

Kendall McKenzie-4 hours

Robert Boone-5.5 hours

Scott Breland-25.75 hours and a Certified Board Member achieving more than 20 hours

David Petitt-22.5 hours and a Certified Board Member achieving more than 20 hours

Frankie Crosby-33.5 hours and a Certified Board Member achieving more than 20 hours

Lesley McKinley-15.5 hours

Motion made by: Frankie Crosby

Motion seconded by: Robert Boone

Voting:

Unanimously Approved

**Louisiana School Board Recognition Month**  
**January 2024**

**WHEREAS**, the mission of public schools is to meet the diverse educational needs of all children and to empower them to become competent, productive contributors to a democratic society and an ever-changing world; and

**WHEREAS**, local school board members are committed to children and believe that all children can be successful learners and that the best education is tailored to the individual needs of the child; and

**WHEREAS**, local school board members work closely with parents, educational professionals, and other community members to create the educational vision we want for our students; and

**WHEREAS**, local school board members are responsible for ensuring the structure that provides a solid foundation for our school system; and

**WHEREAS**, local school board members are strong advocates for public education and are responsible for communicating the needs of the school district to the public and the public's expectations to the district;

**Resolved**, the Washington Parish School System recognizes the contributions of the state's local school boards to the academic success of its public school students and expresses its sincerest recognition to the local school board members for their focus on the well-being and achievement of children throughout the state; and be it finally

**Resolved**, the Washington Parish School System declares January 2023 as School Board Member Recognition Month and encourages local school districts and community leaders to appropriately recognize our state's dedicated school board members.

**RESOLUTION OFFERED BY:** Frankie Crosby

**RESOLUTION SECONDED BY:** Robert Boone

The vote, in open meeting on the within resolution was as follows:

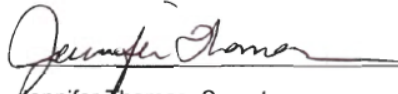
**YEAS:** \_\_\_\_\_ 8 \_\_\_\_\_

**NAYS:** \_\_\_\_\_ 0 \_\_\_\_\_

**ABSENT:** \_\_\_\_\_ 1 \_\_\_\_\_

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**CERTIFICATION**

I, Frances Varnado, hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at the regular meeting of the Washington Parish School Board held on Thursday, January 11, 2024, a quorum being present and voting.

  
Jennifer Thomas, Secretary  
Washington Parish School System

**11. Consider a motion to adopt the LSBA Code of Conduct for Louisiana School Board Members**

Motion to adopt the LSBA Code of Conduct for Louisiana School Board Members.

Motion made by: Robert Boone

Motion seconded by: Frankie Crosby

Voting:

Unanimously Approved



## LSBA CODE of CONDUCT for LOUISIANA SCHOOL BOARD MEMBERS

(9-9-16)

As a member of the School Board, I will endeavor to meet and adhere to the following LSBA Code of Conduct:

- Represent the constituents, parents and students of the district which I serve, while remembering that my overarching concern must be the educational welfare of all of the students of the District.
- Respect and uphold the laws and Constitution of the United States, the State of Louisiana, and the policies adopted by the School Board.
- Respect and treat with professionalism and courtesy my fellow School Board members, the Superintendent, staff, educators, parents and students of the District.
- Maintain decorum and professionalism in my communications with and about my fellow School Board members, the Superintendent, staff, educators, parents and students of the District, no matter the forum.
- Recognize that my authority is that of a member of the School Board, acting through the process of the School Board, and that I do not have, nor will I attempt to exert, any authority, as an individual, over the Superintendent, staff, educators, parents or students of the District.
- Respect and adhere to the decisions of the School Board, while retaining the right to respectfully seek reconsideration of decisions with which I, individually, disagree.
- Guide and direct the concerns, complaints and questions of constituents, parents and students to the Superintendent for consideration and action, in accordance with School Board policy.
- Conduct my personal and professional life in a manner befitting an elected representative of the people and in accordance with the laws of the United States and State of Louisiana.
- Refrain from using the position as an elected School Board member to pursue personal financial gain or aggrandizement.
- Make a concerted effort to attend the meetings of the School Board to which I am called and be prepared to discuss and deliberate on the matters that are scheduled to be before me.
- Respect and maintain the confidentiality of information to which I may become privy, in accordance with State and Federal laws and the fiduciary obligation that I owe to the District.
- Affiliate with the Louisiana School Boards Association and avail myself of the continuing education opportunities offered thereby toward meeting my obligations for annual continuing education as provided by law.

### **12. Presentation of November 2023 financial statements**

Ms. Knight presented the November 2023 financial statements for the following funds:

General Fund

School Lunch Fund

Tax District #4 Bond Sinking Fund

### **13. Consider a motion to authorize withdrawal privileges for Lesley McKinley on select Washington Parish School Board accounts and terminate withdrawal privileges for John Wyble on select Washington Parish School Board bank accounts effective January 11, 2024**

Motion to authorize withdrawal privileges for Lesley McKinley on select Washington Parish School Board accounts and terminate withdrawal privileges for John Wyble on select Washington Parish School Board bank accounts effective January 11, 2024.

Motion made by: Kendall McKenzie

Motion seconded by: Robert Boone

Voting:

Unanimously Approved

### **14. Consider a motion to enter into an employment agreement and contractual obligations between Washington Parish School Board and Frances Varnado**

Motion to enter into an employment agreement and contractual obligations between Washington Parish School Board and Frances Varnado.

Motion made by: Frankie Crosby

Motion seconded by: Kendall McKenzie

Voting:

Unanimously Approved

Motion to authorize Lesley McKinley to sign the employment agreement and contractual obligations between Washington Parish School Board and Frances Varnado.

Motion made by: Kendall McKenzie

Motion seconded by: Bruce Brown

Unanimously Approved

#### **15. Add to the Agenda**

Motion to add to the agenda to appoint Jennifer Thomas as Acting Superintendent until an Interim Superintendent is appointed.

Motion made by: Bruce Brown

Motion seconded by: Kendall McKenzie

Voting:

Unanimously Approved

Motion to appoint Ms. Jennifer Thomas as Acting Superintendent until an Interim Superintendent is appointed.

Motion made by: Bruce Brown

Motion seconded by: Kendall McKenzie

Voting:

Unanimously Approved

#### **16. Add to the Agenda**

Motion to add to the agenda to authorize withdrawal privileges for Jennifer Thomas on all Washington Parish School Board bank accounts and terminate withdrawal privileges for Frances Varnado on all Washington Parish bank accounts effective January 11, 2024.

Motion made by: Kendall McKenzie

Motion seconded by: Frankie Crosby

Voting:

Unanimously Approved

Motion to authorize withdrawal privileges for Jennifer Thomas on all Washington Parish School Board bank accounts and terminate withdrawal privileges on all Washington Parish School Board bank accounts effective January 11, 2024.

Motion made by: Kendall McKenzie

Motion seconded by: Scott Breland

Unanimously Approved

**17. Personnel Report**

**18. Superintendent's Report**

**19. Personal Privileges**

**20. Adjourn**

Motion made by: Kendall McKenzie

Motion seconded by: Frankie Crosby

Voting:

Unanimously Approved

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Board Chair

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Secretary