



St. John the Baptist Parish School Board

118 West 10th Street • P.O. Drawer AL • Reserve, Louisiana 70084 • PHONE: 985-536-1106 • 1-800-296-1106 • FAX: 985-536-1109

Patrick H. Sanders
Board President

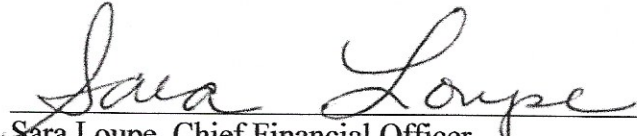
Cory Butler
Interim Superintendent

Sherry DeFrancesch
Board Vice-President

DATE: May 4, 2020

TO: MEMBERS OF THE FINANCE COMMITTEE:
Honorable Debra Schum; Honorable Phillip Johnson; Honorable Clarence Triche;
Honorable Sara Loupe; Honorable Carolyn Jones; Honorable Garrett Trosclair;
Honorable Jennifer Frizell

FROM:


Sara Loupe, Chief Financial Officer

RE: Finance Committee Meeting

The Finance Committee of the St. John the Baptist Parish School Board will meet on Thursday, May 7, 2020 at 10:00 a.m. via teleconference (Zoom). The meeting will be called to order at 10:00 a.m. to receive Public Comment. The meeting will pause for 30 minutes to allow for Public Comment to be received via email and will reconvene at 10:30 a.m.

Due to the public health emergency caused by the Covid-19 virus and the "Stay at Home" orders issued by Governor Edwards, the St. John the Baptist Parish School Board Finance Committee will meet via teleconference utilizing Zoom Video Conferencing. (*See attached Certification of Inability to Operate Due to the Lack of a Quorum.*) This teleconference meeting will be streamed live on Facebook so that members of the public may view the meeting in real time. All public comments regarding agenda items should be sent to: Public-Board-Comments@stjohn.k12.la.us before 10:30 a.m. on Thursday, May 7, 2020. All public comments will be read aloud before each agenda item is discussed.

The agenda for the meeting is attached.

SL/sww

Copy: Board Members
News Media
Legal Counsel
SJA

MEMBERS OF THE ST. JOHN THE BAPTIST PARISH SCHOOL BOARD

Charo Holden, District 1 Gerald J. Keller, Ph.D., District 3 Sherry DeFrancesch, District 5 Phillip Johnson, District 7 Shawn Wallace, District 9 Clarence Triche, District 11
Albert Burl, District 2 Patrick H. Sanders, District 4 Keith Jones, District 6 Debbie Schum, District 8 Nia Mitchell, District 10

AGENDA

ST. JOHN PARISH SCHOOL BOARD FINANCE COMMITTEE AGENDA

Thursday, May 7, 2020

10:00 a.m.

Via Zoom Teleconference and

Streamed Live on St. John the Baptist Parish Public School Board's Facebook Page

1. Call to Order, Reading of Agenda and Instructions to Receive Public Comment
2. Roll Call
3. Public Comment: Approval of Minutes: October 17, 2019 (Requires action)
4. Public Comment: Mrs. Sara Loupe – Monthly Sales Tax Report
5. Public Comment: Mrs. Sara Loupe – Finance Departmental Staffing Updates
6. Public Comment. Mrs. Sara Loupe – Budget Status Update
7. Public Comment: Mrs. Sara Loupe – Salary Schedule Status
8. Public Comment: Mrs. Sara Loupe – Annual Leave Balances – COVID-19 Closure
9. Public Comment: Committee Items of Interest
10. Public Comment: Adjournment

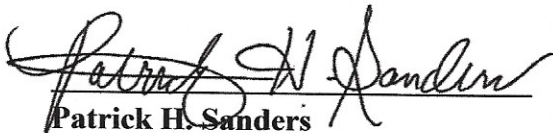
Certification of Inability to Operate Due to the Lack of a Quorum

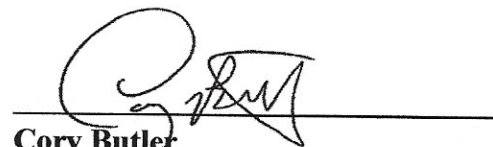
In accordance with the Executive Proclamation JBE 2020-30 issued by Governor John Bel Edwards on March 16, 2020, and concurrence by the Attorney General on March 19, 2020, this notice shall serve as certification of the St. John the Baptist Parish School Board's inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of quorum as a result of the COVID-19 public health emergency.

Pursuant to Section 4 of JBE 2020-30 the St. John the Baptist Parish School Board (Land and Facilities Committee) will provide for attendance at its essential government meeting on May 7, 2020 via Zoom Video Conferencing in order to obtain a quorum of its members.

Therefore, in accordance with JBE 2020-30, the St. John the Baptist Parish School Board (Land and Facilities Committee) meeting on May 7, 2020 at 10:00 a.m. will be held via Zoom Video Conferencing and in a manner that will allow for observation and input by members of the public, as set forth in the notice posted on May 4, 2020.

All other Open Meetings Law requirements have been met.


Patrick H. Sanders
Board President


Cory Butler
Interim Superintendent

Item # 3

Finance Committee Meeting

October 17, 2019

Item 1 Call to Order

The meeting was called to order at 4:30pm

Item 2 Roll Call

Present: Debra Schum, Clarence Triche, Garrett Trosclair, Jennifer Frizzell, Felix Boughton

Absent: Philip Johnson, Carolyn Jones

Visiting: Derron Cook

With 5 present and 2 absent, there was a quorum

Item 3 Approval of Minutes - September 19, 2019

Motioned by Garrett Trosclair

Seconded by Felix Boughton

Motion: To approve the minutes of September 19, 2019

Roll Call: 5 yeas

The motion carried

Item 4 Monthly Sales Tax Report

The committee held a discussion regarding the Monthly Sales Tax Report led by Mr. Boughton. He stated that it has been the best two months referring to July and August. The report shows SJBPS as having almost two million over. He acknowledges it was 90% industry. He also credited the board for hiring the bankruptcy attorney who won a judgment on 1.5-million-dollar case.

Item 5 Sales Tax Attorney Report

Mr. Boughton gave a report on our four attorneys explaining how much we have paid them and how much money they are bringing in on our behalf. Debra Schum questioned some rates and why was more business being giving to certain attorneys. Mr. Boughton agreed to discuss a rate decrease. Jennifer Frizzell suggested there should be a formula in place to determine how the attorneys are chosen.

Item 6 Budget to Actual

Mr. Boughton highlighted a few areas regarding the budget and expenses. He acknowledged that expenses and security was currently under budget. Mrs. Schum questioned why was special education was down, as Mr. Boughton explained they were waiting on a list of teachers to be sent so adjustments can be made to the special education budget.

Item 7 Kevin Klibert Executive Session

Iman Montgomery spoke regarding this agenda item

Non-committee members temporarily dismissed.

Motion by Felix Boughton

Seconded by Garrett Trosclair

Motion: Return to regular session

There were no objections

The motion carried

Motion to accept settlement with LARMA for \$25,000.

There were no objections

The motion carried

Item 8 Finance Items of Interest

Mrs. Schum requested copies of pay scales from surrounding districts. Ms. Frizzell questioned the random audit on security explaining why so many officers were needed on certain days at certain cites to justify the amount of money that we being spent on security. According to Mr. Boughton, Corey Butler said that date was unavailable. Heidi Trosclair reassured the committee there is a new protocol to track the use of officers now. Ms. Frizzell would like to see a justifiable system implemented for the request of security officers.

Item 9 Adjournment

The agenda having been completed and there being no further business, there was a motion to adjourn.

Motion by Debra Schum

Seconded by Garret Trosclair

Motion: Motion for adjournment

There were no objections

The meeting was adjourned at 5:18pm

FINANCE COMMITTEE

AGENDA ITEM

MEETING DATE:

ITEM #: 4

TOPIC:
Sales Tax Collection Report

BACKGROUND:

COST:

FUNDING SOURCE:

INFORMATION SOURCES:

Mrs. Sara Loupe

ITEM # 4

ST. JOHN PARISH SCHOOL BOARD SALES TAX COLLECTION REPORT Mar-20

CURRENT YEAR BUDGET TO ACTUAL COMPARISON

MONTH	19/20 REVENUE BUDGET	19/20 ACTUAL SALES TAX REVENUES				VARIANCE OVER (UNDER) BUDGET
		RECURRING	AUDITS	DELIQUENT ACCOUNTS	TOTAL	
July	\$1,652,743	\$2,787,768	\$25,308	\$14,667	\$2,827,743	\$1,175,000
August	\$1,847,688	\$2,292,249	\$273,423	\$1,950	\$2,567,622	\$1,894,934
September	\$2,101,147	\$2,387,453	\$906,932	\$2,209	\$3,296,594	\$3,090,381
October	\$1,957,618	\$2,381,842	\$76,567	\$28,824	\$2,487,233	\$3,619,996
November	\$1,834,016	\$2,531,697	\$34,714	\$21,774	\$2,588,185	\$4,374,165
December	\$1,981,354	\$2,781,294	\$51,452	\$38,549	\$2,871,295	\$5,264,106
January	\$1,989,927	\$2,210,689	\$228,822	\$5,145	\$2,444,656	\$5,718,835
February	\$1,604,605	\$2,161,205	\$18,702	\$1,996	\$2,181,903	\$6,296,133
March	\$2,063,063	\$3,310,279	\$13,893	\$10,466	\$3,334,638	\$7,567,708
April	\$2,216,702				\$0	
May	\$2,063,063				\$0	
June	\$1,610,998				\$0	
TOTALS	\$22,922,924	\$22,844,476	\$1,629,813	\$125,580	\$24,599,869	

PRIOR YEAR / CURRENT YEAR COLLECTION COMPARISON

MONTH	18/19				ACTUAL REVENUE		VARIANCE OVER/(UNDER) LAST YEAR
	TOTAL	RECURRING REVENUE	AUDIT	DELIQUENT	RECURRING	TOTAL	
July	\$1,829,778	\$1,795,871	\$28,881	\$5,026	\$2,787,768	\$2,827,743	\$997,965
August	\$2,016,325	\$1,988,545	\$22,273	\$5,507	\$2,292,249	\$2,567,622	\$1,549,262
September	\$2,292,917	\$2,212,239	\$75,297	\$5,381	\$2,387,453	\$3,296,594	\$2,552,939
October	\$2,160,916	\$2,081,246	\$73,195	\$6,475	\$2,381,842	\$2,487,233	\$2,879,256
November	\$2,001,405	\$1,928,771	\$75,695	-\$3,061	\$2,531,697	\$2,588,185	\$3,466,036
December	\$2,162,190	\$2,130,358	\$22,254	\$9,578	\$2,781,294	\$2,871,295	\$4,175,141
January	\$2,171,546	\$2,114,406	\$50,310	\$6,830	\$2,210,689	\$2,444,656	\$4,448,251
February	\$1,761,563	\$1,717,269	\$13,526	\$30,768	\$2,161,205	\$2,181,903	\$4,868,591
March	\$2,389,525	\$2,375,242	\$12,903	\$1,380	\$3,310,279	\$3,334,638	\$5,813,704
April	\$2,419,018	\$2,316,873	\$87,026	\$15,119	\$0	\$0	
May	\$2,705,652	\$2,418,165	\$278,578	\$8,909	\$0	\$0	
June	\$1,950,451	\$1,936,090	\$12,537	\$1,824	\$0	\$0	
TOTAL	\$25,861,286	\$25,015,075	\$752,475	\$93,736	\$22,844,476	\$24,599,869	