



AGENDA
BUDGET & FINANCE COMMITTEE
Thursday, March 21, 2024
Food Service/ Child Nutrition Building
26138 Hwy. 23, Port Sulphur, LA 70083
5:30 P.M.

1. Call to order
2. Discussion of the proposal, cost, and approval of covering the cost for [certain employees](#) crossing the Belle Chasse Toll Bridge for the total number of employee contract days beginning the 2024-2025 school year.--Superintendent Dr. Shelley Ritz
3. Discussion of the dollar amount to be allocated for [school clubs](#) approved at the December 2023 School Board Meeting –Paul Lemaire, Jr. & Superintendent Dr. Shelley Ritz
4. Discussion of new positions beginning 2024-2025 school year
 - a. [Hearing Officer job description](#).--Ronald Bateman, COO & Superintendent Dr. Shelley Ritz
 - b. [Behavior Interventionist job description](#).--Ronald Bateman, COO & Superintendent Dr. Shelley Ritz
 - c. [Instructional Coach job description](#).--Jamie Blanchard, CAO & Superintendent Dr. Shelley Ritz
 - d. Discussion of [Director of Risk Management job description](#) --Katherine Phelan, CFO & Superintendent Dr. Shelley Ritz
 - e. Discussion of second [Payroll Accountant 2 job description](#) --Katherine Phelan, CFO & Superintendent Dr. Shelley Ritz
5. Discussion of [Audit Renewal 2024-2025](#) with Duplantier, Hrappman, Hogan & Maher (DHHM), LLP, Certified Public Accountants --Katherine Phelan, CFO
6. Discussion of [Belle Chasse Office \(BCO\) Re-build Change Orders](#) --Katherine Phelan, CFO and Mike Buisson, Jr., AIA, NCARB, LEED AP, Vice President & Director of Architecture, N-Y Associates, Inc.
7. Discussion of a stipend for Assistant Athletic Director in the salary book - Superintendent Dr. Shelley Ritz
8. Discussion of stipend for CAO, COO, and CFO –Superintendent Dr. Shelley Ritz

9. Discussion of the BCPS [Head Start Playground](#) - Patricia Haydel, Director of Early Childhood

10. Discussion regarding the rails for the emergency porches at the [BCPS Head Start building](#)-Patricia Haydel, Director of Early Childhood

9. Information Items:

1. Requests for Proposals (RFPs) Facilities Master Plan –Katherine Phelan, CFO
2. Salary Schedules vs. 2024-2025 Budget and timeline –Katherine, Phelan, CFO
3. Update [LAMP Account Balance and Investment Returns](#) –Katherine Phelan, CFO
4. Budget vs. Actuals will now be presented approximately forty-five (45) days after month-end due to new dates for committee meetings. March will be presented at the May Committee Meeting. –Katherine Phelan, CFO
5. Certification Specialist job description --Katherine Phelan, CFO and Monica Wertz, Director of Human Resources
6. [Student to administration ratio data](#) –Superintendent Dr. Shelley Ritz

10. Adjournment



COMMITTEE MEETING **NOTICE**

There will be a Budget and Finance Committee Meeting of the Plaquemines Parish School Board on **Thursday, March 21, 2024**, at **5:30 P.M.** The meeting will take place at the district's **Food Service/ Child Nutrition Building, located at 26138 Hwy. 23, Port Sulphur, LA 70083.**

Committee Members

Kristee Arbourgh-CHR.
Darilyn Demolle-Turner
Paul Lemaire
Jennifer Sanger
Bobby Ingraham-ALT.
Dr. Shelley Ritz
Katherine Phelan

All committee meetings are open to the public.