



AGENDA
BUDGET & FINANCE COMMITTEE
Rescheduled MEETING

Monday, May 20, 2024
Food Service/ Child Nutrition Building
26138 Hwy. 23, Port Sulphur, LA 70083
5:30 P.M.

1. Call to order
2. Discussion and/ or action regarding Budget vs. Actuals-General Fund-April 2024 – Katherine Phelan, CFO
3. Discussion and / or action regarding the Chief Academic Officer(CAO) salary- Superintendent Ritz
 - a. Teacher Base Schedule- 182 Days
 - b. Agriculture Teacher Based Schedule - 233 Days
 - c. Current payroll calculation of position - 233 Days
4. Discussion and/ or action regarding the Chief Operations Officer (COO) salary - Superintendent Ritz
 - a. Teacher Based Schedule - 182 Days
 - b. Agriculture Teacher Based Schedule - 233 Days
 - c. Current payroll calculation of position - 233 Days
5. Discussion and /or action regarding the Chief Financial Officer (CFO) salary- Superintendent Ritz
 - a. Teacher Based Schedule - 182- Days
 - b. Agriculture Teacher Based Schedule - 233 Days
 - c. Current payroll calculation of position - 233 Days
6. Discussion and/ or action regarding the Certification Specialist-Salary Schedule- 2023-2024 Certification Specialist Salary Schedule –Katherine Phelan, CFO
7. Discussion and/ or action regarding Bus Driver-After Trip Pay-Salary Schedule-2023-2024 from \$7.55 to \$10.00 per hour –Katherine Phelan, CFO
8. ~~Discussion and/ or action regarding the IEP Coordinator position becoming twelve (12)-month employee.~~
9. Discussion regarding addition of nurse position to increase the number of days a nurse is at Phoenix High School, Boothville-Venice Elementary, South Plaquemines Elementary, and South Plaquemines High School- Superintendent Ritz

Information Items:

1. Sales Tax Revenue Reports- Katherine Phelan, CFO
 - a. Sales Tax Report- February 2024
 - b. Sales Tax Graph 1-February 2024
 - c. Sales Tax Graph 2-February 2024
2. Check Register- April 2024
3. Student Activity Report-Q3(Quarter 3) 2023-2024
4. Received preliminary 2024 assessment information from assessor May 7th for Property (Ad Valorem) Taxes
5. Plaquemines Medical Center (PMC) approved an agreement with Access 2day Health.
6. Head Start April Budget – Information ONLY
7. Head Start COLA (Cost of Living Adjustment) Budget
8. The Office of Head Start offers COLA as a percentage of the School Board's grant allocation as an opportunity to adjust Head Start pay scales. This was paid on a 2.35% permanent increase for the program that will be applied to the personnel category. The \$24,970 allocation will be used for personnel expenses once the report from LEANFrog has been completed and any needs are mentioned. If LEANFrog does not recommend an increase to Head Start pay scales, the 2.35% can be recommended for the current pay scale.
9. See Notification letter from the Office of Head Start
10. Adjournment



COMMITTEE MEETING **NOTICE**

PLEASE TAKE NOTICE, the May 16, 2024 meeting of the Budget and Finance Committee has been rescheduled and will be held on Monday, May 20, 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.