Centerville, Louisiana

September 14, 2023

# Group Health Plan Workshop

The St. Mary Parish School Board met and conducted a Group Health Plan Informational Workshop on Thursday, September 14, 2023, at 4:00 p.m., in the Evans Medine Meeting Room at the Central Office Complex in Centerville, Louisiana, with the following members answering to roll call:

**Present:** Ms. Tammie L. Moore, Mrs. Lindsey T. Anslem, Ms. Debra R. Jones, Mrs. Ginger S. Griffin, Ms. Marilyn P. LaSalle, Mr. Murphy J. Pontiff Jr., Mr. Chad M. Paradee, Mrs. Alaina L. Black, Mr. Andrew V. Mancuso, Mrs. Rhonda R. Dennis and Mr. Joseph C. Foulcard Jr. (arrived at 4:35 p.m.)

**Absent:** None

Mr. James Perez of DJW Insurance Agency, Inc., provided the Board with a spreadsheet that illustrated the impact of the 16.1 percent rate increase for the St. Mary Parish School Board 2024 Commercial Group Health plan renewal.

A rate concession request on the Medicare Advantage plan was submitted to Blue Cross Blue Shield of Louisiana underwriters, and they agreed to a revised increase of $5.00 per member per month for an adjusted $227 per member per month premium rate, which has an impact of $42,000 rate increase for the entire year. Currently, the share for the premium from the employer is $863,000 per month. If the school board absorb the entire 16.1 percent and not pass any of that cost on to the employees, that would change the employer's monthly contribution to $972,000, with a monthly increase of $168,470.63.

Mr. Perez briefly explained the process and benefits of a self-funded plan. He also provided the Board with a hypothetical self-funded financial summary based on actual premium and claims updated through August 2023.

This workshop provided information only and the Board will vote at the regular meeting beginning at 5:30 p.m., whether the St. Mary Parish School Board will absorb the annual increase of the $2,000,000 for the Commercial Group Health plan, and the annual increase of $42,000 for the Medicare Advantage plan.

After a lengthy discussion, the meeting adjourned at 5:02 p.m.

# Public Hearing

            The St. Mary Parish School Board held a public hearing on Thursday, September 14, 2023, at 5:15 p.m., in the Evans Medine Meeting Room at the Central Office Complex in Centerville, Louisiana, to receive input from the general public on the consolidated budget for the year ending June 30, 2024, including the general fund, special revenue funds, and all other funds of the St. Mary Parish School Board.  This consolidated budget is available for public viewing at any time at the Central Office Complex, 474 Highway 317, Centerville, Louisiana. Roll call was recorded as follows:

President Black called for public input from the audience and there was one public comment request.

Mr. Phillip Fontenot asked the Board for clarification on the special project allocation for Berwick High School’s track. Constituents of District II deems that the funds for the track should have been allocated in a separate fund and believes that it is taking away funds from other expenses that are more important.

Mr. Paradee explained the process of the special projects list submitted by school principals. Items are discussed and voted on by the maintenance district committee and then brought to the full Board for approval. The track funds were allocated multiple years in a row because it was a large expenditure, and it will take time to complete the project.

The floor was then opened for other public comments and with there being none, the public hearing adjourned at 5:24 p.m.

# Regular Session

The St. Mary Parish School Board met in regular session on Thursday, September 14, 2023, at 5:30 p.m., in the Evans Medine Meeting Room at the Central Office Complex in Centerville, Louisiana, with the following members answering to roll call:

# Invocation

Ms. Estay gave the Invocation.

# Pledge of Allegiance to the Flag of the United States of America.

President Black led the Pledge of Allegiance to the Flag of the United States of America.

# Appearances:

## **Recognition of n**ewly appointed positions:

Ms. Estay recognized and congratulated the new appointees as follows:

* Mr. Ashley Gregory – St. Mary Parish Schools, Data Analyst
* Mrs. Kathryn Hewitt – St. Mary Parish Schools, Data Analyst

# Approval of Amended Agenda.

No amended agenda.

# Approval of Official School Board Minutes.

Mrs. Griffin offered the motion and Mr. Mancuso offered the second to approve the official school board minutes from the regular school board meeting held on August 10, 2023, and the budget workshop special session meeting held on August 16, 2023. All in favor and the motion carried.

# Approval of Consent Agenda.

President Black stated that Board Members can remove any of the items on the consent agenda for further discussion in the regular proceedings. Dr. Fegenbush read aloud the items on the consent agenda as follows:

# New Business

## Personnel:

### Item 6. \*Proclamation(s):

A. \*National School Lunch Week (October 9-13, 2023)

B. \*White Cane Awareness Day (October 15, 2023)

C. \*Red Ribbon Week (October 21-29, 2023)

F. \*Veterans Day (November 11, 2023)

### Item 8. \*Permission to submit the Annual Financial Report (AFR) to the State of Louisiana Department of Education for the year ending June 30, 2023.

### Item 10. \*Request for Disposal and Weeding of Library Materials for the 2023-2024 school year.

### Item 15. \*Field Trips

A. \*Berwick High School, Future Farmers of America (FFA) Organization Travel to National FFA Headquarters and Event Center, Indianapolis, Indiana (October 27- November 4, 2023)

B. \* Franklin High School, Future Farmers of America (FFA) Organization

Travel to Mississippi Youth Expo. State Fairgrounds, Jackson, Mississippi

(December 7-10, 2023)

### Item 17. \*Permission to advertise for bid Franklin Sr. High roofing project Phase II using ESSER Funds.

Ms. Moore requested to pull Item 13 and 14 from the consent agenda.

Mr. Foulcard requested to pull Item 6 D from the consent agenda.

Mr. Mancuso requested to pull Item 1 A-I from the consent agenda.

Ms. LaSalle requested to pull Item 6 E from the consent agenda.

Ms. LaSalle made a motion to approve remaining items on the consent agenda, with the exception of pulling Item 1 A-I, 6 D-E, 13 and 14 for further discussion. Mr. Foulcard made a second, all in favor and the motion carried.

# Business Affairs:

## Item 1. Review policies from Forethought Consulting as revised by Hammonds and Sills.

A. Executive Sessions (BCCK)

B. Annual Operation Budget (DC)

C. Audits (DID)

D. Emergency/Crisis Management (EBBC)

E. Public Health Emergency (EBBI)

F. Video/Audio Monitoring of School Board Property (EBCB)

G. Student Transportation Management (ED)

H. Sick Leave (GBRIB)

I. Maternity and Adoptive Leave (GBRIC)

Mr. Mancuso made a motion to table Item 1 A-I until the October 12, 2023 regular school meeting for further review. Mr. Paradee made a second, all in favor and the motion carried.

## Item 2. Review and consider for approval the Louisiana Department of Education (LDOE) certified and support staff stipends guidance and allocation.

Ms. Estay indicated that the Louisiana Department of Education (LDOE) created the Certified and Support Staff Allocation Fund. The certified staff stipend is $2,000 and $1,000 for support staff. The St. Mary Parish School Board received a total of $2,319,638 on August 22, 2023, which was not included in the Minimum Foundation Program (MFP) formula. PreK certified and support staff are not included in the Louisiana Department of Education (LDOE) stipend allocation plan, it is recommended that the St. Mary Parish School Board General Fund provides the additional $83,750 estimated funds needed to pay stipends for these positions. The Certificated staff will receive $1,000 and Support staff will receive $500 if employed on December 15, 2023 and payment would be disbursed on December 21, 2023. In spring 2024, if employed on April 19, 2024, certificated staff will receive $1,000 and support staff will receive $500 on April 30, 2024.

Ms. LaSalle made a motion and seconded by Mrs. Anslem to approve the Louisiana Department of Education (LDOE) certified and support staff stipends guidance and allocation, as presented by Dr. Estay. All in favor and the motion carried.

## Item 3. Recommend and approve a one-time stipend to all full-time active employees per .45 percent sales tax allocation.

President Black stated that the St. Mary Parish School Board adopted a .45 percent sale tax (beginning July 1, 2021) approved through public election dedicated to supplement employee salaries and benefits. The Board has the opportunity to assess the current budget and determine if additional funds collected may be distributed to all full-time, active employees, except school board members, in the form of a one-time stipend. It is being recommended that the Board approve a one-time stipend to all full-time, active employees in an amount commensurate with fiscal reporting of the .45 percent sales tax collections through June 2023. It is estimated that a one-time stipend of $600 with benefits would cost the Board approximately $900,000 and would be paid to all full-time, active employees who have been employed since September 1, 2023. If approved, the payment will be disbursed on November 17, 2023.

Ms. Moore made a motion and seconded by Mr. Pontiff to approve a one-time stipend $600 to all full-time active employees per .45 percent sales tax allocation­­­­­­­­­­­­­­­­­­­­­­­­­­­­­, as presented by President Black. All in favor and the motion carried.

## Item 4. Receive update on healthcare renewal and take appropriate action.

In a follow up to the insurance workshop held prior to this meeting today, Mr. James Perez reported that the Commercial Group Health plan was received from Blue Cross Blue Shield of Louisiana and the increase for the 2024 plan year is 16.1 percent, which amounts to $1,825,000 in annual increase. The Medicare Advantage plan which ensures retirees with both parts A & B of Medicare increased $5.00 per member per month for an annual total increase of $42,000.

Ms. LaSalle made a motion and seconded by Mr. Foulcard to absorb all increases of the Medicare Advantage plan and the Commercial Group Health plan, as recommended by Mr. James Perez. All in favor and the motion carried.

## Item 5. Approve casualty insurance for year commencing October 1, 2023.

Mrs. Carmel Breaux of Norris Consulting briefly explained the St. Mary Parish School Board Liability Insurance Renewal for October 1, 2023. She recommended that the Board approve the renewal of the LARMA liability package and the Cyber liability policy for the amount of $541,240.

Mrs. Griffin made a motion and seconded by Ms. Jones to approve the casualty insurance for year commencing October 1, 2023, as recommended by Mrs. Breaux. All in favor and the motion carried.

## Item 6. Proclamation(s):

**D.** National School Bus Safety Week (October 16-20, 2023)

Ms. Mitchell indicated that the National School Bus Safety Week is held during the third week of October to promote school bus safety. In St. Mary Parish 62 school bus operators and other transportation staff safely transport St. Mary’s students to and from school. Bus Safety Week is a time to recognize the importance of St. Mary Parish bus operators and appreciate the invaluable contributions they make to education and student safety as they are the first persons to greet students in the morning and the last persons to interact with students at the end of the school day. St. Mary Parish School Board declare October 16-20, 2023 as National School Bus Safety Week in St. Mary Parish.

Ms. Moore made a motion and seconded by Mrs. Dennis to approve the National School Bus Safety Week for October 16-20, 2023, as presented by Ms. Mitchell. All in favor and the motion carried.

**E.** Bullying Prevention Month (October 2023)

Ms. Mitchell stated that Bullying is not a new phenomenon, but the tactics that are used have changed over the years. Bullying is no longer isolated to student events. Unfortunately, some adults experience bullying as well. Thanks to social media, 24/7 interaction is more prevalent and cyber bullying is becoming a current trend as well. Ms. Mitchell asked to proclaim the month of October as Bullying Prevention Month to assist in raising awareness that bullying will not be tolerated in St. Mary Parish schools and workplaces.

Ms. Jones made a motion and seconded by Mrs. Anslem to approve the Bullying Prevention Month for October 2023, as presented by Ms. Mitchell. All in favor and the motion carried.

**G.** Learning Disabilities Awareness Month (October 2023) **NEW**

Ms. Mitchell reported that Learning Disabilities Awareness Month is celebrated every October, and the month aims to educate, raise awareness and celebrate the unique differences of various learning disabilities including dyslexia, attention deficit hyperactivity disorder (ADHD), dysgraphia and dyscalculia, and other executive functioning difficulties. Ms. Mitchell respectfully requested the Board to add Learning Disabilities Awareness Month to the St. Mary Parish School Board annual proclamation listing for the month of October.

Ms. Moore made a motion and seconded by Dennis to approve the Learning Disabilities Awareness Month for October 2023, as presented by Ms. Mitchell. All in favor and the motion carried.

## Item 7. Approve increase of visitor meal cost.

Mr. Mancuso made a motion and seconded by Mrs. Anslem to approve the increase of visitor/extra breakfast price to $3.50 and visitor/extra lunch price to $4.75, as presented by Ms. Chaisson. All in favor and the motion carried.

## Item 9. Approve resolution adopting operating budget of revenues and expenditures for fiscal year ending June 30, 2024.

Mr. Perry read aloud the Resolution as follows:

# ST. MARY PARISH SCHOOL BOARD

A Resolution adopting an Operating Budget of Revenues and Expenditures for the fiscal year beginning July 1, 2023 and ending June 30, 2024

BE IT RESOLVED BY THE BOARD MEMBERS OF THE ST. MARY PARISH SCHOOL BOARD in regular session convened that:

SECTION 1. The attached detailed estimate of Revenues by Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024, be and the same is hereby adopted to serve as an Operating Budget of Revenues for the School Board, during the same period.

SECTION 2. The attached estimates of Expenditures by Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024, be and the same is hereby adopted to serve as a budget of Expenditures for the School Board, during the same period.

SECTION 3. The adoption of this Operating Budget of Expenditures be and the same is hereby declared to operate as an appropriation of the amount therein set forth within the terms of the budget classification.

SECTION 4. The chief executive and administrative officers of the political subdivision have the authority to make changes within various budget classifications without approval by the governing authority, as well as those powers reserved solely to the governing authority.

PASSED AND ADOPTED AT CENTERVILLE, LOUISIANA, ON THE 14th DAY OF September, 2023.

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Alaina L. Black

President

ATTEST:

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Buffy Fegenbush, Ed. D.

Superintendent

Secretary/Treasurer

Mr. Pontiff made a motion and seconded by Mr. Foulcard to approve the resolution adopting operating budget of revenues and expenditures for fiscal year ending June 30, 2024 , as presented by Mr. Perry. All in favor and the motion carried.

## Item 11. Discuss and take necessary action on bids received for Patterson High School and Berwick Junior High School roofing projects using ESSER funds.

Mr. Wiese indicated that Berwick High School should have been included in Item 11 for discussion and necessary action on bids received for the roofing projects using ESSER funds.

Mr. Paradee made a motion and seconded by Mr. Pontiff to add Berwick High School to Item 11 to be included with Patterson High School and Berwick Junior High School bids received for roofing projects. With there being no abstentions, the motion carried.

Mr. Wiese recommended that the low bid plus deductive alternates #1 (reduces the insulation thickness of the roof system), #2 (eliminated reroofing of the canopies on Berwick and Patterson High Schools) and #3 (eliminate reroofing of the two-story classroom building at Berwick Junior High) from Coleman Roofing and Construction, LLC in Gonzales, Louisiana be accepted at a total cost of $3,210,000.

Mrs. Anslem made a motion to approve bids received for Patterson High School and Berwick Junior High School, and Berwick High School roofing projects using ESSER Funds, as recommended by Mr. Wiese.

Mr. Mancuso amended the motion to accept Mr. Wiese’s recommendation to award the low bid to Coleman Roofing and Construction, LLC in Gonzales, Louisiana but include alternate #3 back in quote for reroofing of the two-story classroom building at Berwick Junior High. Mrs. Anslem made a second, all in favor and the motion carried.

## Item 12. Discuss and take appropriate action to start process to increase school board member monthly stipend.

Ms. LaSalle shared information with the Board regarding school board members monthly compensation from surrounding parishes, which averaged to $800 for board members and $900 for the board president. Currently, the monthly compensation for the St. Mary Parish School Board is $600 for board members and $700 for the board president. Ms. LaSalle stated that she is not seeking action on this item The floor was opened was public comments. There was on public comment request as follows:

Mr. Phillip Fontenot stated it would be in the best interest for school board members to research and increase salaries for the employees that takes care of the students.

Ms. LaSalle agreed with Mr. Fontenot and indicated that the Board is working on it.

After discussion, Ms. LaSalle made a motion to table Item 12 until further notice. Mrs. Griffin made a second, all in favor the motion carried.

## Item 13. Memorandum of Understanding between St. Mary Parish School Board and St. Mary/Vermilion CAA Head Start Program with provisions of Public Law 102 – 119 (The Individuals with Disabilities Education Act) and Public Law 97 – 35 (Federal Head Start Act)

Ms. Moore requested to pull Item 13 from the Consent Agenda to abstain from voting due to a conflict of interest.

Ms. LaSalle made a motion and seconded by Mr. Paradee to approve the Memorandum of Understanding between St. Mary Parish School Board and St. Mary/Vermilion CAA Head Start Program with provisions of Public Law 102 – 119 (The Individuals with Disabilities Education Act) and Public Law 97 – 35 (Federal Head Start Act). All in favor and the motion carried, with Ms. Moore abstaining.

## Item 14. Memorandum of Understanding between St. Mary/Vermillion CAA Head Start Program and St. Mary Parish School Board.

Ms. Moore requested to pull Item 14 from the Consent Agenda to abstain from voting due to a conflict of interest.

Ms. Jones made a motion and seconded by Mrs. Anslem to approve the Memorandum of Understanding between St. Mary/Vermillion CAA Head Start Program and St. Mary Parish School Board. All in favor and the motion carried, with Ms. Moore abstaining.

## Item 16. Discuss and take appropriate action to start process to adopt the Louisiana PPM49 travel guide for St. Mary Parish Schools and Board.

Ms. Moore stated that she does not want to make a motion tonight on adopting the Louisiana travel guide. However, she wanted to present the information for the Board to review and see if it would benefit the St. Mary Parish School Board to either adopt or not adopt the policy.

Ms. Moore made a motion and seconded by Ms. LaSalle to table item 16 to provide board members time to review the policy before the next regular school board meeting. All in favor and the motion carried.

# Reports

## Committees:

1. School Uniform Committee met on Wednesday, August 23, 2023 at 5:30 p.m., in the Evans

Meeting Room at the Central Office Complex in Centerville, LA.

Ms. LaSalle reported that the School Uniform Committee unanimously voted to leave the current Student Dress Code policy (JCDB) as is with the student polo shirts remaining as navy blue and white at B. Edward Boudreaux Middle School. It is now being brought to the full Board for approval.

Ms. LaSalle made the motion to leave the current Student Dress Code policy (JCDB) as is with the student polo shirts remaining as navy blue and white at B. Edward Boudreaux Middle School. Ms. Moore made the second, all in favor and the motion carried.

Mr. Mancuso scheduled a Maintenance District III Committee meeting prior to the October 12, 2023 regular school board meeting at 4:45 p.m., in the Evans Medine Meeting Room at the Central Office Complex in Centerville, Louisiana, to receive updates on District III ongoing projects that were previously approved.

## Staff Report:

### Chief Financial Officer’s Report:

### Sale Tax Update

Mr. Perry reported that the sales tax collections for the month of October estimated at $2,100,000 collected versus a budget of $ 1,900,000.

### Financial Statements (Major Funds Only):

The Board was provided financial statements for major funds only to review at their leisure.

### Other Significant Items:

None

### Superintendent’s Report:

Dr. Fegenbush first commended the Board for absorbing the additional healthcare renewal expenses that could have been an additional expense for St. Mary Parish School Board employees.

On September 13th, progress reports were released, and parent teacher conferences were held.

This week, Patterson High and Morgan City High School will be celebrating Homecoming and Berwick High, Centerville High, Franklin High and West St. High School will celebrate Homecoming within the next few weeks.

Pre-K classes are almost at capacity with 310 students.

In closing, Dr. Fegenbush stated that the safety and well-being of students, staff and faculty is St. Mary Parish School Board’s highest priority. A thorough review of safety measures and emergency response procedures are currently being conducted, and school-based drills have been and are being conducted on every St. Mary Parish school site.

# Closing:

## Resolutions of Respect

Ms. Estay read the Resolutions of Respect for the late Delories Edwards (retired school bus driver), Josefa Hebert (retired school cafeteria technician), Matthew Johnson (retired head custodian), Sara Vercher (retired school teacher), and Rose White (an active school bus driver).

## Adjournment:

With there being no further business to address, Ms. Moore made a motion to adjourn the meeting at 6:45 p.m. Mr. Mancuso made a second, all in favor and the motion carried.