

ST. MARTIN PARISH SCHOOL BOARD

MARCH 8, 2017

BREAUX BRIDGE, LOUISIANA

MINUTES

The St. Martin Parish School Board convened on this day at 5:00 P.M. at the Administrative Office with the following members present: Messrs. Burton Dupuis, President, Steve Fuselier, Aaron Flegeance, James Blanchard, Russel C. Foti, Richard Potier, Frederic Stelly, Floyd Knott, Mark Hebert, and Ms. Wanda B. Vital.

ABSENT: None

The meeting was called to order by Burton Dupuis, President. Dr. Lottie P. Beebe, Superintendent, opened the meeting with a prayer and the pledge of allegiance.

Ms. Casey Broussard, Chief Financial Officer, was recognized as the February Employee of the Month sponsored by Southern Scripts.

The following items were removed from the consent agenda:

- a) Consider and/or take action with respect to adopting a resolution authorizing the advertising for bids for the purchase of General Obligation School Bonds, Series 2017, of St. Martin Parish School District, Louisiana, and providing for other matters in connection therewith
- b) Consider and/or approve accepting proposals relative to the leasing of the Special Services Facility, 701 West Bridge Street

On the motion of Mr. Foti, seconded by Mr. Fuselier, and unanimously carried, the Board approved the following consent agenda items:

- a) Minutes of the following meetings:
 - 1) Finance Committee Meeting of February 1, 2017
 - 2) Regular Meeting of February 1, 2017
- b) Request for waiver of sales tax penalties for the following:
 - 1) Trane US Inc.
 - 2) LEFAMI, LLC dba Breaux Bridge Pit Stop
- c) Memorandum of Understanding with Gulf Coast Social Services
- d) Memorandum of Understanding with Rehabilitation Services of Acadiana
- e) Renewal of Affiliation Agreement between the St. Martin Parish School District and the University of Louisiana at Lafayette Department of Nursing
- f) Furniture purchase for the Breaux Bridge High School weight room from Louisiana School Equipment at state contract price of \$10,332.00
- g) Lowest bid for weights for the weight room at Breaux Bridge High School
- h) Extending the servitude granted to the St. Martin Parish Government for water quality improvement on Section 16, T10S R9E within the Atchafalaya Basin
- i) Policy allowing students access to courses regardless of ability to pay activity fees (attached as Exhibit A)
- j) Employee Suicide Threat Policy (attached as Exhibit B)
- k) Accepting proposals relative to the leasing of the Special Services Facility, 701 West Bridge Street
- l) Resolution expressing the condolences of the entire school system to the families of Ethel Martin and Pearl Castille (attached as Exhibit C)

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- m) Personnel Changes:
- 1) Request for extra employment pay for Lisa Alexander, Karen Anderson, Cedric Theyard, Angela Watson, Catherine Wesley, and LaTonia Cretian for Teche Elementary's After-Care Program for the month of January, 2017
 - 2) Request for extra employment pay for Corita Andrus, Cabrini Benoit, Ashley Breaux, Ashley Dale, Brenda Davis, Anne-Laure Dijoux, Grace Sloane, and Brooke Thibodeaux for Cecilia Primary's After-Care Program for the month of January, 2017
 - 3) Request for extra employment pay for Kate Gary, Theresa Blankenship, Regina Smart, Catherine Guidry Meche, Trisha Chauvin, and Cherie Foti for Parks Primary's After-Care Program for the month of January, 2017
 - 4) Payment for Breaux Bridge Senior High's Cheer Coach (V. Comeaux)

On the motion of Mr. Blanchard, seconded by Mr. Flegeance, and unanimously carried, the Board approved to adopt a resolution authorizing the advertising for bids for the purchase of General Obligation School Bonds, Series 2017, of St. Martin Parish School District, Louisiana, and providing for other matters in connection therewith (attached as Exhibit D).

On the motion of Mr. Blanchard, seconded by Mr. Foti, and unanimously carried, the Board approved to accept proposals relative to the leasing of the Special Services Facility, 701 West Bridge Street. The individuals who submit proposals will explain at the April 5, 2017 School Board meeting.

Ms. Candyce Perret, a candidate for Judge, 3rd Circuit Court of Appeal, District 3, Division B, introduced herself to the Board.

A motion was made by Mr. Blanchard and seconded by Mr. Flegeance to allow the employees to vote on the proposed 2017-2018 School Calendar for St. Martin Parish Schools.

A substitute motion was made by Ms. Vital and seconded by Mr. Potier for the Board to vote and approve the proposed 2017-2018 School Calendar. The substitute motion was then voted on and failed, as follows:

FOR: Mr. Fuselier and Ms. Vital

OPPOSED: Mr. Flegeance, Mr. Blanchard, Mr. Foti, Mr. Potier, Mr. Stelly, Mr. Knott, and Mr. Hebert

The original motion was then voted on and carried.

OPPOSED: Ms. Vital

On the motion of Mr. Stelly, seconded by Mr. Hebert, and unanimously carried, the Board approved the following Finance Committee recommendations:

- a) Bus Drivers driving for athletic events
- b) Hiring three additional permanent substitute bus drivers
- c) Purchasing technology for board members

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On the motion of Mr. Hebert, seconded by Mr. Stelly, and unanimously carried, the Board approved the following 2013 Bond projects:

- a) BBHS – Authorizing Thomasee and Associates to proceed through Contract Documents and obtain proposals on Breaux Bridge High Gym Sound System project (contingent upon Superintendent and Project Manager approval at each phase). The project budget is \$50,000 and is being funded by 2013 Bond BBHS Funds.
- b) SMHS - Accepting proposal from Vermilion Architects in the amount of \$12,000 for St. Martinville High Sprinkler Survey. Project is being funded by 2013 Bond Parishwide Sprinkler Funds. (proposal attached to Project Status Report)
- c) PM - Awarding Substantial Completion for Parks Middle New Classroom Building (substantial completion and punch list attached to Project Status Report)
- d) SE – Awarding Stephenville Elementary Administration Reroofing project to the low bidder, Roofing Solutions, Inc., with a bid of \$214,160.00. The project budget is \$270,000 and is being funded by 2013 Bond Parishwide Roofing Funds.
- e) SE - Authorizing Poche' Prouet Associates to proceed through Contract Documents and Advertising on Stephenville Elementary HVAC Upgrade project (contingent upon Superintendent approval at each phase). The project is being funded by 2013 Bond Parishwide HVAC Funds.
- f) SE - Authorizing Structure Design Group to proceed through Contract Documents and Advertising (contingent upon Superintendent and Project Manager approval at each phase) on Stephenville Elementary Miscellaneous Renovations and Upgrades project. Project is being funded by Stephenville Elementary remaining 2013 Bond Funds and 2016 Bond Funds if additional funds are needed.
- g) SE/CC – Authorizing A&E to proceed through Contract Documents and Advertising on Stephenville Elementary Gym Roof and Career Center Gym Roof projects (contingent upon Superintendent and Project Manager approval at each phase). Project budget for each project is \$300,000 and is being funded by 2013 Bond Parishwide Roofing Funds (approx. \$200,000), 2013 Bond Parishwide Roofing Contingency Funds (approx. \$250,000) and 2016 Bond Parishwide Roofing Construction Funds (approx. \$150,000).
- h) Acknowledge and accept the following as approved by the Superintendent:
 - 1) PP/PM – Bids were received February 8, 2017 (attached to Project Status Report) and authorized by the Superintendent as approved at the December 7, 2017 Board Meeting for Parks Primary/Parks Middle Reroofing project – Morcore Roofing/\$194,525 (2013 Parishwide Roofing Funds).

On the motion of Mr. Potier, seconded by Mr. Flegeance, and carried, the Board approved the following 2016 Bond projects:

- a) BBP/BBE – Authorizing Angelle Architects to proceed with Advertising on Breaux Bridge Primary New Library and Breaux Bridge Elementary New Multipurpose Building, New Library, New Classrooms and Renovations project. The project is being funded by 2016 Bond BBP and BBE Construction Funds.
- b) BBP/BBE – Authorizing A&E to proceed with Advertising on Breaux Bridge Primary and Breaux Bridge Elementary Parking Upgrades project (contingent upon Superintendent and Project Manager approval). The project could be bid together or separately. The project is being funded by 2016 Bond BBP and BBE Construction Funds.
- c) BBE – Authorizing Poche' Prouet Associates to proceed with Contract Documents and obtain proposals for Breaux Bridge Elementary Classroom Asbestos Abatement. The project is being funded by 2016 BBE Construction Funds.
- d) BBJH – Authorizing A&E to proceed with Contract Documents and Advertising on Breaux Bridge Jr High Building F Roofing project. The project is being funded by 2016 Parishwide Roofing Funds.

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- e) BBHS – Authorizing Vermilion Architects to proceed with Advertising on Breaux Bridge High Baseball/Softball Restrooms, Concessions, Pressbox and Batting Cages (contingent upon Superintendent and Project Manager approval). The project is being funded by 2016 Bond BBHS Construction Funds.
- f) BBHS – Authorizing A&E to proceed with Advertising on Breaux Bridge High Parking Upgrades project (contingent upon Superintendent and Project Manager approval). The project is being funded by 2016 Bond BBHS Construction Funds.
- g) BBP/TE – Accepting proposal from Dean Tekell Consulting for traffic studies related to new drives at Breaux Bridge Primary and Teche Elementary hourly not to exceed \$3,000 (2016 BBP and TE Construction Funds). Proposal attached to Project Status Report.
- h) CP – Authorizing A&E to proceed with Advertising on Cecilia Primary Bus Drive, Parent Pickup & Parking project (contingent upon Superintendent and Project Manager approval). The project will either be bid as one project or in phases contingent upon resolution of site issues. The project is being funded by 2016 Bond Cecilia Primary Construction Funds.
- i) TE – Authorizing A&E to proceed with Advertising on Teche Elementary Parent Pickup & Parking and Multipurpose Building Renovation project (contingent upon Superintendent and project Manager approval). The project is being funded by 2016 Bond Teche Elementary Construction Funds.
- j) TE – Authorizing A&E to proceed with Contract Documents and Advertising on Teche Elementary Building H Roofing project. The project is being funded by 2016 Parishwide Roofing Funds.
- k) PM – Accepting proposal from LA 1 Connect for cameras at Parks Middle New Classroom Building in the amount of \$2,813.29 (2016 Parks Middle Construction Funds). Proposal attached to Project Status Report.
- l) JCEP – Awarding JCEP Miscellaneous Demolition project to the low bidder, M & C Contractors, Inc. with a base bid of \$26,400.00, alternate #1 of \$6,500.00 and alternate #2 of \$6,000 bringing their total bid to \$38,900.00. The project budget is \$150,000 and is being funded by 2016 Bond JCEP Construction Funds. (ABSTAINED: Mr. Fuselier)
- m) JCEP – Authorizing Poche' Prouet Associates to proceed with Contract Documents and obtain proposals for JCEP Asbestos Abatement. The project is being funded by 2016 JCEP Construction Funds.
- n) Acknowledge and accept the following as approved by the Superintendent:
 - 1) PM – Parks Middle New Classroom Building Change Order No. 1 for moisture mitigation in the amount of \$13,110 (2016 Bond Parks Middle Construction Funds)

On the motion of Mr. Knott, seconded by Mr. Hebert, and carried, the Board approved to suspend policy and vote on the Board Member's request regarding Construction Protocol (2/3 vote required).

OPPOSED: Mr. Blanchard

On the motion of Mr. Potier, seconded by Mr. Flegeance, and carried, the Board approved the Construction Protocol with the following revision pertaining to Change Orders:

- a) Permission to approve change orders not exceeding \$25,000 or 10% of the contract amount (whichever is less) based on Architect and Project Manager recommendations

ABSTAINED: Mr. Fuselier

On the motion of Mr. Blanchard, seconded by Mr. Hebert, and unanimously carried, the Board went into Executive Session.

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On the motion of Mr. Hebert, seconded by Mr. Foti, and unanimously carried, the Board came out of Executive Session.

No action was necessary for the pending litigation, Thomas v. St. Martin Parish School Board, Civil Action No. 11314 (W.D.La.).

On the motion of Mr. Blanchard, seconded by Ms. Vital, and unanimously carried, the Board approved to follow counsel's recommendation regarding negotiations with and retention of special counsel to pursue environmental damage claim on behalf of the St. Martin Parish School Board.

On the motion of Mr. Blanchard, seconded by Mr. Hebert, and unanimously carried, the Board approved the Contract for Legal Services to pursue environmental damage claim on behalf of the St. Martin Parish School Board.

On the motion of Mr. Blanchard, seconded by Ms. Vital, and carried, the Board approved the recommendation of the administration regarding the employee discussed in Executive Session.

OPPOSED: Mr. Potier

On the motion of Mr. Foti, seconded by Ms. Vital, and unanimously carried, the Board adjourned.

SECRETARY

PRESIDENT