

ST. MARTIN PARISH SCHOOL BOARD

APRIL 6, 2016

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. Mark Hebert, President, Steve Fuselier, Aaron Flegeance, Burton Dupuis, James Blanchard, Russel C. Foti, Richard Potier, Frederic Stelly, and Floyd Knott.

ABSENT: Ms. Wanda B. Vital

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

Mr. Hebert made the following announcement:

Notice is hereby given that the Parish School Board of the Parish of St. Martin plans to conduct a Public Meeting for the adoption of the 2016 millage rates at a meeting of the School Board on Wednesday, May 18, 2016 at 5:00 p.m. at the Department of Administration, 625 Corporate Blvd., Breaux Bridge, Louisiana

Mr. Adam "Butch" Courville, Carpenter, was recognized as the March Employee of the Month sponsored by Southern Scripts.

The Board Member's request for an update on the supplement was removed from the agenda.

The item regarding the insurance policy was removed from consent and amended to read:

Consider and/or approve the renewal of the St. Martin Parish School Board flood insurance for the following schools: Breaux Bridge High and Cecilia High

On the motion of Mr. Blanchard, seconded by Mr. Flegeance, and carried, the Board approved the following consent agenda items:

- a) Minutes of the Regular Meeting of March 2, 2016
- b) Finance Committee recommendations:
 - 1) United Medical Resources (UMR) as the Third Party Administrator (TPA) for medical and pharmacy administration for the group health benefit plan and no increase in premiums (RECUSED: Mr. Dupuis, Mr. Hebert, and Mr. Knott)
 - 2) Sales Tax Supplement for the month of April in the amount of \$350 for both professional and paraprofessional employees
 - 3) MFP Supplement – Certificated classroom teachers would receive \$564 and all other employees would receive \$275
 - 4) Accept the Maintenance and Transportation Budgets
- c) Request for waiver of sales tax penalties for Pilot Travel Centers
- d) Request for permission to call for informal bids on meat and groceries for the School Nutrition Program for the 2016-2017 school year
- e) Request for permission to call for bids on the following:
 - 1) Bread and Bread Products
 - 2) Milk and Related Products

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- 3) Milk and Related Products (Stephensville)
- 4) SN Paper & Chemical Products
- f) Requests from St. Martin Parish Government:
 - 1) To utilize School Food Service facilities for a summer program tentatively from May, 2016 through July, 2016
 - 2) To utilize current bid prices and vendors from 2015-2016 school year
- g) Calling a Special Meeting on Wednesday, May 18, 2016 at 5:00 p.m.
- h) Highest bid for the sale of alligator eggs and alligator tags
- i) Purchase of furniture for the six classroom addition at Cecilia Junior High School from 2013 Cecilia Area Bond funds
- j) Allowing St. Martin Parish Government to use the Parks Primary Cafeteria as a voting precinct
- k) Allowing SMILE to use the two old portable buildings located on the old ELC facility
- l) Advertising for the lease of two campsite lots in the Belle River Area
- m) Granting a servitude to the Bayou Bridge Pipeline Company to install an additional pipeline near St. Martinville Junior High School (pending approval of Legal Counsel)
- n) Renewal of the St. Martin Parish School Board flood insurance for the following schools: Breaux Bridge High and Cecilia High
- o) Revisions to Policy: File GAMB: Employee Dress Code (attached as Exhibit A)
- p) Changing the Regular School Board meeting of June 1, 2016 to Wednesday, June 8, 2016
- q) Proclamations/Resolutions: (attached as Exhibit B)
 - 1) Designating April 10-16, 2016 as National Library Week
 - 2) Designating May 2-6, 2016 as Teacher Appreciation Week
- r) Personnel Changes:
 - 1) Advertisement of the Extended School Year Services (ESYS) Personnel
 - 2) Request for extra employment pay for Corita Andrus, Cabrini Benoit, Ashley Bonvillain, Brenda Davis, Anne-Laure Dijoux, Ashley Dore, Ashley Howard, Callie Roessler, Grace Sloane, and Brooke Thibodeaux for Cecilia Primary's After-Care Program for the month of February, 2016
 - 3) Request for extra employment pay for Tina Prejean, Kayla Menard, and Kimberly Sullivan for Breaux Bridge Elementary's After-Care Program for the month of February, 2016
 - 4) Request for extra employment pay for Karen Anderson, Cedric Theyard, Angela Watson, and Lisa Alexander for Teche Elementary's After-Care Program for the month of February, 2016
 - 5) Request for extra employment pay for Rena David, Tonia Theriot, Kate Gary, Theresa Blankenship, Regina Smart, Catherine L. Meche, Trisha Chauvin, Cherie Foti, and Kerry Wade for Parks Primary's After-Care Program for the month of February, 2016
 - 6) Request for extra employment pay for Patty Orgeron, Allison Guagliardo, Candice Grivet, Nicholas Piazza, and Jewel Vinson for Stephensville Elementary's After-Care Program for the month of February, 2016
 - 7) Stipend for Breaux Bridge Senior High's Assistant Basketball Coaches (K. Wiltz/F. Wiltz)
 - 8) Recommendations for the Virtual Academic Summer School personnel: Noelle Prados and James Meaux

ABSENT: Ms. Vital

On the motion of Mr. Dupuis, seconded by Mr. Flegeance, and unanimously carried, the Board approved the following 2009 and 2013 Bond projects:

- a) Awarding the Breaux Bridge High School Athletic Facility project to the low bidder, Garden City Construction Co., Inc., in the amount of \$1,280,206.00. The project is being funded by the 2013 Bond, Breaux Bridge High School Athletic Budget.

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- b) Awarding the Breaux Bridge High School Cooling Tower Replacement to the low bidder, Bernhard Mechanical, in the amount of \$140,700. Bid amount is below budget of \$149,000. Quotes were received on March 21 (copy of bid tabulation attached to Project Status Report.)
- c) Awarding Substantial Completion for Parks Primary Miscellaneous Renovations to Bulliard Construction.
- d) Accepting the Architect's recommendation on Liquidated Damages for the Breaux Bridge Elementary Kitchen/Dining Room project in the amount of \$13,562 (recommendation attached to Project Status Report).
- e) Assign Angelle Architects to proceed with Contract Documents for Renovations at Breaux Bridge Junior High – Two Existing Three Classroom One Story Buildings adjacent to the Administration Building. Permission to advertise for bids if project is within the available budget. (The authorization of this work is contingent upon 2016 Bond Issue passing on April 9, 2016)
- f) Allowing the Superintendent to award Breaux Bridge High School Multiple AHU Replacement, to the low bidder, if the bid comes in within the available budget. (project bids on April 20th)
- g) Allowing the Superintendent to award St. Martinville High Kitchen Floor and Band Room Wall/Ceiling Repairs, to the low quoter if below budget. (quotes will be taken on April 20th)
- h) Permission to advertise Breaux Bridge High School Restroom Upgrade (2009 Bond)
- i) Stephenville Elementary Cameras (requested by Principal) – Proposal from La. 1 Connect in the amount of \$20,678 (proposal attached to Project Status Report)
- j) Acknowledge the following Purchase Order/Change Orders/Change Directives issued and/or to be authorized by superintendent:
 - 1) Breaux Bridge High Additional Camera Work (requested by Principal) – Proposal from La. 1 Connect in the amount of \$4,747 (invoice attached to Project Status Report)
 - 2) Breaux Bridge High Tree Trimming (requested by Principal) – Proposal from Daniel Greene in the amount of \$2,100 (invoice attached to Project Status Report)
 - 3) Breaux Bridge Primary Cameras (requested by Principal) – Proposal from La. 1 Connect in the amount of \$4,411 (proposal attached to Project Status Report)
 - 4) Parks Middle Dining Room Roof Repair – Proposal from Ace Roofing in the amount of \$4,300 (proposal attached to Project Status Report).
 - 5) Breaux Bridge High Camera Work – Proposal from La. 1 Connect in the amount of \$170 (invoice attached to Project Status Report)
 - 6) Breaux Bridge Junior High Camera Work – Proposal from La. 1 Connect in the amount of \$5,936 (invoice attached to Project Status Report)
 - 7) Cecilia High Camera Work – Proposals from La. 1 Connect in the amount of \$3,059.85 and \$4,977 (invoices attached to Project Status Report)

ABSENT: Ms. Vital

On the motion of Mr. Knott, seconded by Mr. Potier, and unanimously carried, the Board approved to rescind Board action at the February 3 School Board meeting concerning the purchase of property next to Teche Elementary School and approve the purchase at or below the appraised value.

ABSENT: Ms. Vital

The Board Member's request to discuss enforcement of the St. Martin Parish School Board policies and procedures was removed from the agenda.

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Board Member James Blanchard expressed concerns regarding the purchasing of real estate.

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

SECRETARY

PRESIDENT