

ST. MARTIN PARISH SCHOOL BOARD

AUGUST 3, 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, Floyd Knott, and Ms. Wanda B. Vital.

ABSENT: Mr. Frederic Stelly

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.

The following items were tabled:

- a) 2013 Bond Program – Consider and/or approve authorizing Vermilion Architects and Thomasee and Associates to proceed through Contract Documents and Advertising on Early Learning Center and St. Martinville Primary projects previously assigned to Gil Weimer. Board took action at May meeting to assign to A&E Consulting. However, their insurance company will not allow them to take over these projects. The Board took action at the July 13th meeting to postpone award of this item.
- b) Executive Session – Discussion and action on proposed contract negotiations and bargaining relative to the Weimer contract and termination

The Board Member's request to discuss protocol pertaining to policies and procedures relative to Board Members and Employees was removed from the agenda.

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

- a) Minutes of the following meetings:
 - 1) Finance Committee Meeting of July 13, 2016
 - 2) Regular Meeting of July 13, 2016
- b) Finance Committee recommendations:
 - 1) Use of the \$20 million funded outside of the MFP, as follows:
 - Supplemental Course Allocation - 30,954
 - High Cost Services - 29,616
 - \$150 salary supplement all employees – 196,108
 - 2) STEM proposal at St. Martinville Primary grades 2-5
- c) Request for waiver of sales tax penalties for Pioneer Energy Service
- d) Resolutions indicating the authorized signatures on the school accounts for Breaux Bridge Primary and Catahoula Elementary
- e) Renewal of Memorandum of Understanding with Resource Management Services for the 2016-2017 and 2017-2018 School Years
- f) Renewal of Affiliation Agreement between the St. Martin Parish School District and the University of Louisiana at Lafayette Department of Baccalaureate Nursing
- g) Renewal of the Supplement to Affiliation Agreement between Louisiana State University Department of LSU Health-Lafayette-Family Medicine Section and St. Martin Parish School Board
- h) Renewal of the Memorandum of Understanding with Phoenix Family Life Centers and St. Martin Parish School-Based Health Centers

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- i) St. Martin Parish Personnel Evaluation Program (Bulletin 130)
- j) Release of request for proposal for district Internet and WAN
- k) Resolution expressing the condolences of the entire school system to the families of Lisa Meaux and Heath Knight (attached as Exhibit A)
- l) Personnel Changes:
 - 1) Permission for payment for St. Martinville Senior High Ticket Sellers, Cafeteria & Custodial Workers, Assistant Coaches for the 2016/2017 School Year

ABSENT: Mr. Stelly

On the motion of Mr. Blanchard, seconded by Mr. Flegeance, and unanimously carried, the Board approved to adopt a resolution providing for the issuance and sale of General Obligation School Refunding Bonds, Series 2016, of the St. Martin Parish School District, Louisiana; and providing for other matters in connection therewith (attached as Exhibit B).

ABSENT: Mr. Stelly

On the motion of Mr. Blanchard, seconded by Mr. Fuselier, and unanimously carried, the Board approved the following:

- a) Revisions to the following policies in the School-Based Health Centers Administrative Policy Manual, Behavioral Health Policy Manual, and the Medical Policy Manual:
 - 1) 3rd Party Billing
 - 2) Referrals for Counseling at Health Center
 - 3) Appointments
- b) Revisions to 504 Handbook for the 2016-2017 school year
- c) Accepting the donation of two small lots in the Claville Subdivision in Stephenville for use as bus turn around spaces
- d) Changes to the 2016-2017 St. Martin Parish Pupil Progression Plan
- e) Revisions to the Virtual Learning Policy

ABSENT: Mr. Stelly

On the motion of Mr. Knott, seconded by Mr. Potier, and unanimously carried, the Board approved to accept additional proposals for a long-term lease of the former School Board Office at 305 Washington Street, St. Martinville, LA 70582. The deadline is September 3, 2016.

ABSENT: Mr. Stelly

A motion was made by Mr. Dupuis and seconded by Mr. Knott to approve the Board Member Request Form. The motion was then voted on and failed, as follows:

FOR: Mr. Flegeance, Mr. Dupuis, and Mr. Knott

OPPOSED: Mr. Blanchard, Mr. Potier, Mr. Foti, Mr. Fuselier, and Ms. Vital

ABSENT: Mr. Stelly

On the motion of Mr. Knott, seconded by Mr. Dupuis, and unanimously carried, the Board approved the following 2009, 2013, and 2016 Bond projects:

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- a) 2009 Bond Program – BBHS – Awarding Breaux Bridge High Marquee Sign project to the low quoter, Fruge Lumber Company, in the amount of \$57,341. Quote amount is below the budget of \$80,000. Quotes were received on July 27, 2016 (copy of quote form attached to Project Status Report). The project is being funded by 2009 Bond Breaux Bridge High School Funds.
- b) 2009 Bond Program – BBHS – Authorizing a Change Order for Breaux Bridge High Restroom Upgrades project for \$827.95 to replace urinal drain lines discovered during camera work (copy of change order is attached to Project Status Report). The change order is being funded by 2009 Bond Breaux Bridge High School Funds.
- c) 2009 Bond Program – Awarding Substantial Completion for the following projects:
 - 1) BBHS – Breaux Bridge High Restroom Upgrades Phase 1
 - 2) BBHS – Breaux Bridge High Counselor Office Renovations
 - 3) SMHS – St. Martinville High Indoor Baseball Facility
- d) 2013 Bond Program – CHS – Authorizing Vermilion Architects to proceed through Contract Documents and Advertising on Cecilia High School Building B Weight Room Renovation project and allow the Superintendent to award the project to the low bidder if bids come in below the budget of \$250,000. Project is being funded by 2013 Bond Cecilia High School Athletic Funds.
- e) 2013 Bond Program – SE – Authorizing the Superintendent to accept proposals and authorize work associated with Stephensville Restroom Floor Abatement if the proposals come in within the budget of \$2,000. The project is being funded by 2013 Bond P/C/S District Funds.
- f) 2013 Bond Program – CP – Awarding Cecilia Primary Cafeteria Dishwash Area Epoxy Floors project to the low quoter, Acadiane' Renovations, in the amount of \$11,150. Quote amount is above the budget of \$10,000. The overage will be funded by remaining 2013 Bond Cecilia District Funds. Quotes were received on July 27, 2016 (copy of quote form attached to Project Status Report). The project is being funded by 2013 Bond Cecilia District Funds.
- g) 2013 Bond Program – CE – Awarding the following Catahoula Elementary projects to the low quoters. Quotes were received on July 27, 2016 (copy of quote forms attached to Project Status Report). The projects are being funded by 2013 Bond P/C/S District Funds.
 - 1) Tree Removal & Fence - \$82,699/Ducharme Brothers (budget is \$120,000)
 - 2) Remove Storage Building - \$7,700/Bulliard (budget is \$30,000)
 - 3) Epoxy Flooring in Café Dishwash Rm - \$7,748/Ducharme Brothers (budget is \$10,000)
- h) 2013 Bond Program – Old SMHS – Awarding Demolition of Additional Building by Old St. Martinville High School project to the low quoter, Pellerin & Sons, in the amount \$18,000. This building is located across the street from the Old Early Learning Center in St. Martinville. Poche Prouet made a recommendation at the last School Board meeting to take additional proposals to confirm change order price of \$37,000, but that the preference was not to use the existing contractor if possible due to the current issues related to DEQ. The project budget is \$40,000. The project is being funded by 2013 Bond Parishwide Demolition Funds. (proposal is attached to Project Status Report)
- i) 2013 Bond Program – BBHS – Clarification to track repair quote accepted at last month's Board Meeting is funded by 2013 Breaux Bridge Athletic Funds not 2009 Breaux Bridge High Funds.
- j) 2013 Bond Program - Awarding Substantial Completion for the following projects:
 - 1) BBJH – Breaux Bridge Jr. High Sidewalk
 - 2) CHS – Cecilia High Baseball Field & Drainage
 - 3) SMHS – St. Martinville High Cafeteria Dishwash Floor
 - 4) SMHS – St. Martinville High Band Room
- k) 2013 Bond Program - Authorizing the Superintendent to accept the following projects as substantially complete based on information provided by the Architect and approved by the staff, that the project is complete:
 - 1) CP – Cecilia Primary Dishwash Epoxy Floor
 - 2) CJH – Cecilia Jr. High Gym Roof
 - 3) SMP – St. Martinville Primary Roofs
 - 4) CE – Catahoula Elementary Admin Roof

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- l) 2013 Bond Program – Acknowledge and accept the following:
 - 1) Acknowledge and accept the following:
 - i. CHS – Quotes received (attached to Project Status Report) and authorized by the Superintendent as approved at the July 13, 2016 Board Meeting for Cecilia High School Athletic Equipment - \$55,318.75/Rogers Athletic Co (2013 Cecilia Athletic Funds)
 - ii. Old SMHS – Quote received (attached to Project Status Report) and authorized by the Superintendent to remove asbestos identified during Demolition of Old St. Martinville High project (work was required by DEQ prior to allowing the project to continue) - \$7,500/Asbestos Tech (2013 Demolition Funds)
 - iii. SE – Quotes received (attached to Project Status Report) and authorized by the Superintendent as approved at the July 13, 2016 Board Meeting:
 - a. Miscellaneous Renovations (gym louver repair, kitchen floor repair, storage building pad) - \$55,500/Blliard (2013 P/C/S District Funds)
 - b. Kitchen Floor Abatement - \$3,600/Asbestos Tech (2013 P/C/S District Funds)
- m) 2016 Bond Program – Awarding Substantial Completion for the following projects:
 - 1) BBJH – Breaux Bridge Jr. High Bldgs. C&D Interior Renovations
 - 2) BBJH – Breaux Bridge Jr. High Bldgs. C&D HVAC Renovations
- n) 2016 Bond Program – Authorizing the Superintendent to accept the following projects as substantially complete based on information provided by the Architect and approved by the staff, that the project is complete:
 - 1) BBJH – Breaux Bridge Jr. High Crosswalk
- o) 2016 Bond Program – Acknowledge and accept the following:
 - 1) BBP – Acknowledge and accept proposals authorized by the Superintendent:
 - i. Pre-K Classroom Cleaning - \$2,650/Service Master
 - ii. Pre-K Classroom Air Sampling - \$566.94/EMLabs
 - iii. BBHS Portable Building Relocation to BBE (quotes attached to Project Status Report):
 - a. \$10,200/Scott’s House Moving and Leveling
 - b. \$24,700/Acadiane’ Renovations
 - c. \$5,550/Dykes Electric

ABSENT: Mr. Stelly

On the motion of Mr. Knott, seconded by Mr. Foti, and carried, the Board approved to allow Miller Roofing to repair the shingles at the Administrative Office in the amount of \$1500.

OPPOSED: Ms. Vital

ABSENT: Mr. Stelly and Mr. Blanchard

On the motion of Ms. Vital, seconded by Mr. Flegeance, and carried, the Board approved a Request for Proposal (RFP) for signage for the Administrative Offices.

OPPOSED: Mr. Knott

ABSENT: Mr. Stelly and Mr. Blanchard

On the motion of Mr. Dupuis, seconded by Mr. Flegeance, and unanimously carried, the Board adjourned.

SECRETARY

PRESIDENT