

ST. MARTIN PARISH SCHOOL BOARD

JUNE 8, 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, Floyd Knott, and Ms. Wanda B. Vital.

ABSENT: None

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. Frederic Wiltz, Supervisor of Child Welfare and Attendance, Ms. Mary Journet, Truancy Coordinator, and Ms. Khristy Hulin, School Safety Coordinator, were recognized as the May Employees of the Month sponsored by Southern Scripts.

Thirty-three retirees were recognized and honored.

The Finance Committee recommendation to add two (2) additional coaching stipends at each high school was removed from the consent 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 May 4, 2016
 - 2) Regular Meeting of May 4, 2016
 - 3) Special Meeting of May 18, 2016
- b) Finance Committee recommendations:
 - 1) Chief Financial Officer (CFO) Budget proposals for the 2016-2017 school year
 - 2) Proposed Sales Tax Supplement for the month of June in the amount of \$1000 to professional employees and \$715 to paraprofessional employees
 - 3) Renewal of Workers Comp Excess Coverage through Brown & Brown of LA with New York Marine and General Insurance Company
 - 4) Use of E-Rate funds to purchase SAN Storage Units
- c) Request for waiver of sales tax penalties for CLM Equipment
- d) Recommendation of the administration for the acceptance of bids on the following:
 - 1) Bread and Bread Products – No Bids Submitted
 - 2) Milk and Related Products – Borden’s Inc.
 - 3) Milk and Related Products (Stephensville) – Borden’s Inc.
 - 4) SN Paper & Chemical Products – Economical Janitorial & Paper Supplies, Pon Food Corp., and Unipak Corp.
- e) Policy revisions for inclusion in the St. Martin Parish School Board Policy Manual (attached as Exhibit A):
 - 1) GBM, Personnel Transfer
 - 2) IDFA, Athletic Events

JUNE 8, 2016 - MINUTES

Page 2 of 5

- f) Transferring the lease held by Mr. and Mrs. Jeffery Babin to Misty Vaughn and Kristen Bryant
- g) Advertising for a campsite lease in the Belle River Area
- h) Letter of Assurance of Continued Employment as envisioned by ACT 745 of 1977
- i) 2016-2017 School Board Meeting Dates (attached as Exhibit B)
- j) Teche News as the Official Journal for the 2016-2017 school session
- k) Reappointment of SMEDA Board Members
- l) Resolution expressing the condolences of the entire school system to the family of Clarence Matte, Jr. (attached as Exhibit C)
- m) Personnel Changes:
 - 1) Stipend for Breaux Bridge Senior High's Cheer Coach
 - 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 months of April and May, 2016
 - 3) Request for extra employment pay for Patty Orgeron, Allison Guagliardo, Candice Grivet, Nicholas Piazza, and Jewel Vinson for Stephenville Elementary's After-Care Program for the months of April and May, 2016
 - 4) Request for extra employment pay for Rena David, Tonia Theriot, Kate Gary, Theresa Blankenship, Regina Smart, Catherine L. Meche, Trisha Chauvin, and Cherie Foti for Parks Primary's After-Care Program for the months of April and May, 2016
 - 5) Request for extra employment pay for Karen Anderson, Cedric Theyard, Angela Watson, and Lisa Alexander for Teche Elementary's After-Care Program for the months of April and May, 2016
 - 6) Ratification of the advertisements for Special Services Supervisor grades Pre-K through 5th, Assistant Principal at Cecilia Primary, Assistant Principal at St. Martinville Primary

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

- a) Acknowledge the award by the Superintendent, as authorized at previous Board meeting, of Breaux Bridge High School Counselor Office Renovations to the low quoter, Garden City Construction, in the amount of \$49,788 (funded by 2009 Bond Breaux Bridge High School Funds). Bid Tabulation form included in Project Status Report.
- b) Allowing the Superintendent to award Breaux Bridge High School Marquee Sign project, to the low quoter, if the quote comes in within the available budget of \$35,000 - funded by 2009 Bond Breaux Bridge High School Funds.
- c) Allowing the Superintendent to award Breaux Bridge High School Waterproofing project, to the low quoter, if the quote comes in within the available budget of \$163,613 – funded by 2013 Bond Breaux Bridge High School Funds.
- d) Authorizing A&E to proceed through Contract Documents and Advertising on Cecilia High School Sewer Treatment Plant.
- e) Authorize the Administration or designated person appointed by the Superintendent to approach Property Owners adjacent to the Cecilia High School Property for interest in selling to the School Board and to authorize appraisals of the property in order to establish prices for negotiations of purchase of the property. The Superintendent will be authorized to sign a purchase agreement with a Property Owner with a due diligence clause which would allow for at least 45 days from execution for the Superintendent to get final approval by the Board to close.

JUNE 8, 2016 - MINUTES

Page 3 of 5

- f) Allow Structure Design Group to take proposals for Catahoula Elementary Miscellaneous Renovations projects and allow the Superintendent to accept if quotes are within the available budget. Bids will be received in June in order for work to take place over the summer and is being funded by 2013 Bond P/C/S District Funds.
- g) Allow Vermilion Architects to proceed with Contract Documents and take proposals on St. Martinville High School Pressbox Repairs utilizing remaining 2013 St. Martinville Athletic Contingency Funds.
- h) Acknowledge the award by the Superintendent, as authorized at the May 4, 2016 School Board meeting, of the Teche Elementary Cooler & Freezer to Acadiané Renovations in the amount of \$160,700 (funded by 2013 Parishwide Food Services Fund). Bid Tabulation form included in Project Status Report.

OPPOSED: Mr. Blanchard

On the motion of Mr. Flegeance, seconded by Mr. Dupuis, and unanimously carried, the Board approved the following 2016 Bond project:

- a) Awarding Breaux Bridge Jr. High Crosswalk project (equipment portion only) to the low bidder, ELTEC in the amount of \$13,658. The project budget is \$150,000 and is being funded by 2016 Bond Breaux Bridge Jr. High Funds.

On the motion of Mr. Foti, seconded by Mr. Flegeance, and unanimously carried, the Board approved the purchase of the Pellerin Life Insurance Building with inspection for administrative expansion.

On the motion of Mr. Flegeance, seconded by Ms. Vital, and unanimously carried, the Board approved granting flexibility to the Superintendent regarding High School Staffing due to Jumpstart/Virtual requirements.

On the motion of Mr. Dupuis, seconded by Mr. Blanchard, and carried, the Board approved to amend the item regarding abolishing the in-school suspension position at Cecilia High School and approve the following:

Change staffing for high schools to 22:1 plus 2

OPPOSED: Mr. Potier

A motion was made by Mr. Knott and seconded Mr. Stelly to amend the item regarding the addition of 2 coaching stipends to approve the addition of 1 coaching stipend at each high school.

A second amendment to the motion was made by Mr. Potier and seconded by Mr. Knott to add 1 coaching stipend to each junior high school.

JUNE 8, 2016 - MINUTES

Page 4 of 5

On the motion of Ms. Babin, seconded by Mr. Foti, and carried, the Board approved to table the amendment regarding the addition of 1 coaching stipend at each high school.

FOR: Mr. Fuselier, Ms. Vital, Mr. Flegeance, Mr. Blanchard, Mr. Foti, and Mr. Dupuis

OPPOSED: Mr. Potier, Mr. Stelly, Mr. Knott, and Mr. Hebert

On the motion of Mr. Flegeance, seconded by Ms. Vital, and carried, the Board approved to table the second amendment regarding the addition of 1 coaching stipend at each junior high school.

FOR: Mr. Fuselier, Ms. Vital, Mr. Flegeance, Mr. Blanchard, Mr. Foti, Mr. Dupuis, and Mr. Potier

OPPOSED: Mr. Stelly and Mr. Knott

On the motion of Mr. Knott, seconded by Mr. Stelly, and unanimously carried, the Board approved to remove the following item from the agenda:

Consider and or approve to accept Demolition of the Old St. Martinville High School no cost change order to remove demolition of portable buildings from the project and donate them to the School Board

On the motion of Mr. Dupuis, seconded by Mr. Knott, and unanimously carried, the Board tabled action with regard to distributing the end of the year sales tax supplement in May instead of June.

The following Board Member's requests were removed from the agenda:

- a) Discuss deseg order with Hammonds and Sills attorneys
- b) Discuss hiring procedures not being followed pertaining to deseg order
- c) Discuss supplements vs. absenteeism

On the motion of Mr. Hebert, seconded by Mr. Knott, and unanimously carried, the Board approved the board member protocol relative to agenda item additions (attached as Exhibit D).

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

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

No action was necessary for the following items discussed in Executive Session:

- a) Pending litigation, Thomas v. St. Martin Parish School Board, Civil Action No. 11314 (W.D.La.)

JUNE 8, 2016 - MINUTES

Page 5 of 5

- b) Litigation entitled Gerald Castille vs. St. Martin Parish School Board, 16th Judicial District Court/No. 75,428 – Division “G” (Pursuant to LSA-R.S. 42:1 et seq, this matter may be discussed in executive session)
- c) Contractual dispute and threat of litigation regarding architectural services (Pursuant to LSA-R.S. 42:1 et seq, this matter may be discussed in executive session)

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

SECRETARY

PRESIDENT