

ST. MARTIN PARISH SCHOOL BOARD

NOVEMBER 2, 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.

Ms. Tamika Joseph, Special Services Secretary, was recognized as the October Employee of the Month sponsored by Southern Scripts.

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

- a) Minutes of the following meetings:
 - 1) Finance Committee Meeting of October 5, 2016
 - 2) Regular Meeting of October 5, 2016
- b) Policy revisions for inclusion in the St. Martin Parish School Board Policy Manual:
 - DJE, *Purchasing*
 - EBBH, *Use of Automated External Defibrillator (AED)*
 - GBA, *Employment Contracts and Compensation*
 - IDDF, *Education of Students with Exceptionalities*
- c) Interagency Agreement between St. Martin Parish School Board and Insight Guidance Group
- d) Interagency Agreement between St. Martin Parish School Board and New Approaches Mental Health Services
- e) Personnel Changes:
 - 1) Request for extra employment pay for Karen Anderson, Angela Watson, Cedric Theyard, Lisa Alexander, Catherine Wesley, and Patricia Charlot for Teche Elementary's After-Care Program for the month of September, 2016
 - 2) Request for extra employment pay for Corita Andrus, Cabrini Benoit, Ashley Breaux, Ashley Dale, Brenda Davis, Anne-Laure Dijoux, Callie Roessler, Grace Sloane, and Brooke Thibodeaux for Cecilia Primary's After-Care Program for the month of September, 2016
 - 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 September, 2016
 - 4) Stipend for Cecilia Senior High's Assistant Basketball Coach (S. Borel)

ABSENT: Ms. Vital

On the motion of Mr. Knott, seconded by Mr. Stelly, and unanimously carried, the Board authorized the purchase of property in the amount of \$62,000 or appraisal, whichever is less, for a lot with improvements known as Parcel ID 04101A1068, formerly known as the "Old Pellerin Funeral Home" based on appraised value.

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ABSENT: Ms. Vital

A motion was made by Mr. Blanchard and seconded by Mr. Fuselier to leave Policy:

FILE: GBN Dismissal of Employees as is.

A substitute motion was made by Mr. Knott and seconded by Mr. Flegeance to table until the December Board meeting. The substitute motion was then voted on and unanimously carried.

ABSENT: Ms. Vital

On the motion of Mr. Dupuis, seconded by Mr. Flegeance, and unanimously carried, the Board approved the purchase of AppliTrack software.

ABSENT: Ms. Vital

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

- a) Acknowledge and accept the following:
 - 1) BBHS – Quotes received (attached to Project Status Report) and authorized by the Superintendent as recommended by the Principal, Staff, Architect and Project Manager for Breaux Bridge High School PAES Lab to the low quoter, Acadiané Renovations, in the amount of \$47,800. There are two sources of funding for this project as listed below:
 - a. \$21,320 (2009 Bond BBHS Funds)
 - b. \$26,480 (Federal Grant)
 - 2) SMHS – St. Martinville High School Indoor Baseball Facility Change Order No. 1 for deletion of steps and railings at front door due to sidewalk elevations being higher in the field than on the survey, for a credit in the amount of -\$4,725.36. Acceptance of the Change Order was recommended by the Principal, Staff, Architect and Project Manager. (attached to Project Status Report)

ABSENT: Ms. Vital

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

- a) CJH – Authorizing obtaining proposals for Cecilia Jr. High Gym Remaining Roof and allowing the Superintendent to accept, if quotes are within the available budget of \$150,000. Project is being funded by 2013 Parishwide Roofing Funds.
- b) CJH – Authorizing obtaining proposals for Cecilia Jr. High Gym HVAC Upgrades and allowing the Superintendent to accept, if quotes are within the available budget of \$150,000. Project is being funded by 2013 Parishwide HVAC Funds.
- c) CHS – Authorizing A&E to obtain proposals for soil borings at the existing Cecilia High School sewer treatment ponds (2013 Cecilia District Contingency Funds)
- d) SE – Authorizing obtaining proposals for Stephenville Elementary HVAC Upgrades and allowing the Superintendent to accept, if quotes are within the available budget of \$150,000. Project is being funded by 2013 Parishwide HVAC Funds.
- e) SMP – Awarding St. Martinville Primary HVAC Upgrades project to the low bidder, Air Plus, in the amount of \$815,000. Bid amount is below the budget of \$900,000. Bids were received on October 26, 2016 (copy of bid tab attached to Project Status Report). Project replaces majority of the air conditioning equipment on campus. The project is being funded by 2013 Bond Parishwide HVAC Funds.

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- f) CHS – Authorizing Cecilia High School Weight Room Renovation contingency funds to be used to fund Alternate No. 3 (apply silicone elastomeric coating to exterior CMU walls and replace exterior doors and hardware for doors marked 02 and 03) in the amount of \$9,500. (2013 CHS Athletic Contingency Funds) Alternate No. 2 was awarded by the Superintendent as approved at the October 5, 2016 Board Meeting since it remained within the budget of \$250,000.
- g) Accepting Substantial Completion for the following projects:
 - 1) BBHS – Breaux Bridge High School Track Repairs (completed on 10/26/16)
 - 2) CHS – Cecilia High School Track Repairs (completed on 10/26/16)
- h) 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) BBHS Marquee Sign
- i) Acknowledge and accept the following:
 - 1) TE – Teche Elementary Cooler/Freezer Change Orders (attached to Project Status Report) listed below for a net credit in the amount of -\$7,281.09.
 - No. 1 – Deleting concrete drive from project for -\$10,875.05
 - No. 2 – Repair damaged roof at kitchen hood for \$2,385.96
 - No. 3 – Add exterior light at back entry of kitchen and add light in food storage for \$1,208.00
 - 2) SE – Stephenville Elementary Miscellaneous Renovation Phase 1 Change Order No. 2 to replace ten sheets of rotten exterior wood siding discovered during construction in the amount of \$2,685.83 (2013 P/C/S District Funds)

ABSENT: Ms. Vital

A motion was made by Mr. Dupuis and seconded by Mr. Knott to approve the following

2016 Bond projects:

- a) BBP/BBE – Approve transfer of funds from Breaux Bridge Elementary to Breaux Bridge Primary for New Library, Computer Lab, and RTI Building. The total funds originally assigned to these two campuses will remain the same. This project will free up five classrooms for Breaux Bridge Elementary and allow the two campuses to be separated.
- b) BB District – Approve proceeding through Contract Documents on the following projects, contingent upon Superintendent approval at each phase:
 - 1) BBP – all 2016 Bond projects on the Breaux Bridge Primary campus
 - 2) BBE – all 2016 Bond projects on the Breaux Bridge Elementary campus
 - 3) BBJH – Breaux Bridge Jr. High New Classrooms
 - 4) BBJH – Breaux Bridge Jr. High Gym Renovations
 - 5) BBHS – Breaux Bridge High Baseball/Softball Restrooms, Concessions and Batting Cages
- c) Cecilia District – Approve proceeding through Contract Documents on the following projects, contingent upon Superintendent approval at each phase:
 - 1) CP – Cecilia Primary Canopy, Drainage, Parent Pickup, Parking/Drive Upgrades and New Bus Canopy and New Multipurpose Building
 - 2) TE – Teche Elementary Canopy, Parent Pickup, Parking/Drive Upgrades and New Bus Canopy, contingent upon DOTD driveway approval at the highway and New Multipurpose Building
 - 3) CJH – Cecilia Jr. High New Kitchen & Dining Room Renovations

A substitute motion was made by Mr. Potier to stop the transfer of funds from Breaux Bridge Elementary to Breaux Bridge Primary for a New Library, Computer Lab, and RTI Building and notify the Justice Department. The substitute motion died for lack of a second.

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The original motion was then voted on and carried, as follows:

FOR: Mr. Fuselier, Mr. Flegeance, Mr. Blanchard, Mr. Foti, Mr. Dupuis, Mr. Stelly, and Mr. Knott

OPPOSED: Mr. Potier

ABSENT: Ms. Vital

The Board received the following information:

- a) Meetings have been held with Board Members and School Board Administration on Breaux Bridge and Cecilia District 2016 Bond Projects. Contract Documents will be approved in phases dependent on Principal and Superintendent approval.
- b) Meetings will be held regarding Program Completion Phases for St. Martinville and Parks/Catahoula/Stephensville Districts during the month of November. Recommendations will be made at the December Board Meeting subsequent upon Principal, Board Member, and Superintendent approval.

Board Member James Blanchard expressed concerns regarding policies and procedures.

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. Dupuis, seconded by Mr. Foti, and unanimously carried, the Board adjourned.

SECRETARY

PRESIDENT