

ST. MARTIN PARISH SCHOOL BOARD

DECEMBER 7, 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, Frederic Stelly, Floyd Knott, and Ms. Wanda B. Vital.

ABSENT: Mr. Richard Potier

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. Cabrini Benoit and Madame Anne-Laure Dijoux's Kindergarten French Immersion class performed for the Board.

Representative Mike Huval presented Dr. Lottie P. Beebe, Superintendent, a certificate signed by the Speaker of the House of Representatives, Taylor Barras, on behalf of the House of Representatives of the Louisiana Legislature, in recognition of her work as superintendent of the St. Martin Parish Public School System and their attainment of the district performance goal, receiving a letter grade "B".

Ms. Shawne Taylor, Guidance Counselor at Cecilia Jr. High School, was recognized as the November Employee of the Month sponsored by Southern Scripts.

Consider and/or approve relinquishing building on old Pellerin Property adjacent to Cecilia Primary was removed from the agenda.

ABSENT: Mr. Potier

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

- a) Minutes of the following meetings:
 - 1) Regular Meeting of November 2, 2016
 - 2) Special Meeting of November 16, 2016
- b) Recommendation of the administration for the acceptance of bids on tires to Area Wholesale Tire Company in the approximate amount of \$35,127.64
- c) Contract for Policy360, the Policy Updating Service, Forethought Consulting, Inc.
- d) Allowing Catahoula Elementary School to auction obsolete furniture with the proceeds going back to the school for materials and supplies
- e) Purchase of furniture for Parks Middle School new classrooms from Parks Middle bond funds
- f) Allowing the Maintenance staff to advertise to sell to the highest bidder, old vehicles that are obsolete or beyond repair
- g) Cox Communication as Internet and WAN provider for St. Martin Parish School Board

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- h) Resolution expressing the condolences of the entire school system to the families of Naurie Firmin, Lester Bergeron, Thelma Alex, and Robert “Bob” Foti (attached as Exhibit A)
- i) Personnel Changes:
 - 1) Request for extra employment pay for Karen Anderson, Angela Watson, Cedric Theyard, Lisa Alexander, and Catherine Wesley for Teche Elementary’s After-Care Program for the month of October, 2016
 - 2) Request for extra employment pay for Tina Prejean, Kayla Menard, Kimberly Sullivan, Monique Arceneaux, and Misty Castille for Breaux Bridge Elementary’s After-Care Program for the month of October, 2016
 - 3) Request for extra employment pay for Corita Andrus, Cabrini Benoit, Ashley Breaux, Brenda Davis, Anne-Laure Dijoux, Ashley Melancon, Callie Roessler, Grace Sloane, and Brooke Thibodeaux for Cecilia Primary’s After-Care Program for the month of October, 2016
 - 4) Stipend for Breaux Bridge Senior High’s Cheer Coach (V. Comeaux)
 - 5) 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 October, 2016
 - 6) Stipend for St. Martinville Senior High’s Assistant Football Coaches (J. Lane and J. Duhon)

ABSENT: Mr. Potier

Mr. Guy Cormier, Parish President, made a presentation to the Board regarding tax renewals.

On the motion of Mr. Blanchard, seconded by Mr. Dupuis, and unanimously carried, the Board approved to adopt a resolution supporting tax renewals.

ABSENT: Mr. Potier

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

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

ABSENT: Mr. Potier

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

- a) Leasing an additional copier for the print shop to produce consumables for Eureka Math
- b) Creating 3 parish-wide custodial positions

ABSENT: Mr. Potier

On the motion of Mr. Blanchard, seconded by Mr. Fuselier, and unanimously carried, the Board approved moving the district professional development date from March 16, 2017 to March 2, 2017.

ABSENT: Mr. Potier

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On the motion of Mr. Dupuis, seconded by Mr. Fuselier, and unanimously carried, the Board approved revisions to the Memorandum of Understanding (MOU) between St. Teresa Center for Works of Mercy (Father Champagne) and the St. Martin Parish School Board relative to insurance requirements pertaining to the old School Board Office in St. Martinville.

ABSENT: Mr. Potier

On the motion of Mr. Flegeance, seconded by Ms. Vital, and unanimously carried, the Board approved a contract with Intercultural Development Research Association (IDRA) to provide reports within templates provided by the Department of Justice in partial requirement of the 2016 Consent Decree.

ABSENT: Mr. Potier

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

- a) BBHS – In order to close out the 2009 Bond Funds at Breaux Bridge High School, we recommend utilizing the remaining 2009 Bond Funds at BBHS (\$427,279) to pay for a portion of the BBHS Field House and transfer the same fund amount (\$427,279) to the 2013 Bond Fund to pay for the remaining renovation projects at BBHS which were previously funded by the 2009 Bond Program.
- b) Acknowledge and accept the following as approved by the Superintendent:
 - 1) BBHS – Breaux Bridge High Counselor Office Renovation Change Order No. 2 to remove countertops and cabinet, replace laminate countertop covering, install cabinet and countertops in new location in the amount of \$2,001.

ABSENT: Mr. Potier

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

- a) CHS – Authorizing A&E to proceed through Contract Documents and Advertising (contingent upon Superintendent and Project Manager approval at each phase) on Cecilia High School Sewer Treatment Plant project. Project is being funded by 2013 Cecilia District Funds.
- b) ELC – Authorizing Vermilion Architects to proceed through Contract Documents and Advertising (contingent upon Superintendent and Project Manager approval at each phase) on Early Learning Center Kitchen Renovation project. Project will be funded with ELC remaining 2013 Bond Funds and 2016 Bond Funds if additional funds are needed. Projects originally assigned to 2013 Bond will be completed with 2016 Bond Funds.
- c) ELC – Allowing the Superintendent to award Early Learning Center Dining Ceiling and Light Upgrades project to the low bidder, if the bid comes in within the available budget. The project budget is \$135,000 and is being funded by 2013 Bond St. Martinville District Funds.
- d) SMP – Authorizing Vermilion Architects to proceed through Contract Documents and Advertising (contingent upon Superintendent and Project Manager approval at each phase) on St. Martinville Primary Remaining Restroom Upgrades project. Project is being funded by St. Martinville Primary remaining 2013 Bond Funds and 2016 Bond Funds if additional funds are needed.

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- e) SMJH – Authorizing Architectural Solutions to proceed through Contract Documents and Advertising (contingent upon Superintendent and Project Manager approval at each phase) on St. Martinville Jr. High Miscellaneous Renovations and Upgrades project. Project is being funded by St. Martinville Jr. High remaining 2013 Bond Funds and 2016 Bond Funds if additional funds are needed.
- f) SMHS – Authorizing Vermilion Architects to proceed with the St. Martinville High School Building Upgrade and Renovation project (including computer lab facility, library renovation and upgrades & other general building renovations and upgrades) through Contract Documents and Advertising (contingent upon Superintendent and Project Manager approval at each phase). The project is to be funded with remaining 2013 Bond St. Martinville High funds (construction and contingency) and 2016 Bond St. Martinville High School funds.
- g) SMHS – Authorizing Vermilion Architects to obtain proposals for St. Martinville High School Miscellaneous Athletic Upgrades project and allow the Superintendent to accept if low quote is within the available budget of \$82,000. Project is being funded by 2013 Bond remaining St. Martinville High School Athletic Contingency.
- h) PP/PM – Authorizing A&E to advertise for bids for Parks Primary Building E & Parks Middle Building D Reroofing project and allow the Superintendent to accept the low bid. The project is being funded by 2013 Bond Parishwide Roofing Funds.
- i) PP/PM – Authorizing Poché Prouet to advertise for Parks Primary & Parks Middle HVAC Upgrades project. The project is being funded by 2013 Bond Parishwide HVAC Funds.
- j) CE – Authorizing obtaining proposals for Catahoula Elementary Portable Building Demolition, Asbestos Abatement and IT Cable Relocation project and allow the Superintendent to accept the low quotes. The project is being funded by 2013 Bond Catahoula Elementary Funds.
- k) SE – Authorizing A&E 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.
- l) Accepting Substantial Completion for the following project:
 - 1) BBHS – Breaux Bridge High AHU Replacement
- m) Acknowledge and accept the following as approved by the Superintendent:
 - 1) SMHS – St. Martinville High Indoor Athletic Facility Damaged Panels (vandalism): \$4,482.83/ARL (2013 St. Martinville District Funds)
 - 2) CP/CE – Cecilia Primary/Catahoula Elementary Reroofing Change Order No. 1 to remove Catahoula Elementary Reroofing from the scope of the project (building will be demolished instead of reroofed) with a credit to the project of \$3,850.
 - 3) JCEP – JCEP Roofing Change Order No. 1 to replace deteriorated wood roof edge discovered during construction with metal that would accept the nails for the new roof deck in the amount of \$2,881.42.

ABSENT: Mr. Potier

On the motion of Mr. Dupuis, seconded by Mr. Fuselier, and unanimously carried, the

Board approved the following 2016 Bond projects:

- a) Authorizing the Superintendent to approve proposals less than \$25,000 based on Architect and Project Manager recommendations for 2016 Bond construction projects for site surveys, geotechnical investigations, other site investigative work, environmental remediation and asbestos abatement. Work authorized each month will be included on the Project Status Report.

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- b) BBP – Authorizing A&E to obtain proposals for Breaux Bridge Primary Playground Bike Track project and allow the Superintendent to accept the low quote if within the project budget of \$60,000. The project is being funded by 2016 Bond Breaux Bridge Primary Funds.
- c) CHS – Authorizing A&E to proceed through Schematic Design on Cecilia High School Stadium Complex project. Project is being funded by 2016 Cecilia High School Funds.
- d) PP – Authorizing obtaining proposals for Parks Primary Portable Building Demolition and Asbestos Abatement project and allow the Superintendent to accept the low quotes. The project is being funded by 2016 Bond Parks Primary Funds.
- e) PM – Authorizing A&E to obtain proposals for Parks Middle Drainage Upgrades project and allow the Superintendent to accept the low quote. The project is being funded by 2016 Bond Parks Middle Funds.
- f) CE – Proceeding through Contract Documents and Advertising on Catahoula Elementary Administration, Library, and Computer Lab Additions and Renovations (contingent upon Superintendent and Project Manager approval at each phase). Project will be funded by Catahoula Elementary remaining 2013 Bond Funds and 2016 Bond Funds if additional funds are needed.

ABSENT: Mr. Potier

The Citizen's request to appear before the Board was removed from the agenda.

Board Member James Blanchard expressed concerns regarding the following:

- a) Policies and procedures
- b) An incident that occurred on School Board property (hunting lease)
- c) Roofing work at JCEP

On the motion of Mr. Knott, seconded by Mr. Stelly, and carried, the Board approved the purchase and exchange of multiple lots within the Cecilia School District for the purpose of school and athletic facility expansion as long as it meets the legal requirements.

OPPOSED: Mr. Blanchard and Mr. Fuselier

ABSENT: Mr. Potier

On the motion of Mr. Flegeance, seconded by Mr. Fuselier, and unanimously carried, the Board approved to proceed with the recommendation offered by the superintendent regarding the ongoing litigation entitled "St. Martin Parish School Board et al vs. Apple Adjusters et al", 16th JDC, Parish of St. Martin, Docket No. 83755.

ABSENT: Mr. Potier

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

SECRETARY

PRESIDENT