

ST. MARTIN PARISH SCHOOL BOARD

APRIL 1, 2015

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.

Ms. Tina Pierre, Child Welfare and Attendance Secretary, was recognized as the March Employee of the Month sponsored by Southern Scripts.

Regional and Parish Social Studies student winners were acknowledged.

Mr. Louis Blanchard, Breaux Bridge High School Principal, presented certificates to the BBHS Lady Tigers Basketball Team for an outstanding 2014-2015 basketball season.

Ms. Redell Louis was commended for successfully writing a proposal for the Believe and Prepare Grant.

On the motion of Mr. Blanchard, seconded by Mr. Potier, and unanimously carried, the following items were added to the agenda:

- a) Consider and/or approve a Special Meeting on Wednesday, April 15, 2015
- b) Consider and/or approve the Finance Committee recommendation to accept the Maintenance and Transportation Budgets
- c) Consider and/or approve authorizing the Superintendent to award the St. Martinville High Track and Field project as substantially complete if recommended by the Architect and agreed to by the Project Manager and the Superintendent. Expected date of completion is April 10, but the official date allowed for completion is April 12.
- d) Discussion of closure of Trinity Catholic School
- e) Discussion regarding the Cecilia Junior High School Gymnasium Roof

Consider and/or approve the proposed 2015-2016 School Calendar for St. Martin Parish Schools was removed from the consent agenda.

The following items were added to the consent agenda:

- a) 2009 and 2013 Bond Program
 - 1) Consider and/or approve the following Change Order items for the St. Martinville High Turf Project:
 - i. \$8,790 for turf groomer (equipment for maintaining field). Cost was included in original bid but removed so it could be funded direct

- with the vendor utilizing the remaining 2009 funds available for athletics (phase 2 athletics).
- ii. \$25,000 maximum for electrical connection to scoreboard. This is due to an unforeseen condition that existed; power lines under field were not originally installed at the proper depth and were damaged during construction. Final breakdown of costs will be approved by consultant, Project Manager and Superintendent. Cost will be funded as a change order to the contract utilizing the remaining 2009 funds available for athletics (phase 2 athletics).
 - iii. \$10,000 maximum for electric cart (equipment for maintaining field and transporting injured players). The cart will be bought from a local vendor by the Turf Field Contractor with no mark up on the purchase price. We recommend making this purchase through the contract in order to be able to take advantage of the contractors purchasing discount. Cost was included in original 2009 phase 2 athletic budget.
- 2) Consider and/or approve consolidating the following 2013 Bond Funds (labeled 1 and 2 below) into one budget (total shown in 3 below) due to revised scope of work, including relocation of offices from Special Services and Renaissance Center to new Department of Administration Building and St. Martinville School Board Office no longer used by staff.
 - i. Demo Old IC and Old SMHS, and New Instructional Center Furnishing (\$783,860 construction budget)
 - ii. Special Services, Renaissance Center and St. Martinville School Board Office (\$391,930 construction budget)
 - iii. Total new budget would be \$1,175,790
 - 3) Consider and/or approve funding the remaining work needed for items which were discovered during construction for the Breaux Bridge Reconfiguration. Recommended funding is from 3% of the available contingency funds from the respective projects in the Breaux Bridge Reconfiguration in the amount of \$298,080. Projects funded include:
 - i. Change Orders previously issued for foundation changes to Breaux Bridge Primary classrooms on 4 buildings.
 - ii. Electrical modifications needed to Breaux Bridge Elementary cafeteria project discovered after construction started.
 - iii. Additional drainage impact analysis and storm water detention ponds required by the City of Breaux Bridge new regulatory requirement. In order to complete the work prior to the start of next school year we recommend awarding a change order to the Breaux Bridge Primary project to cover this cost.
 - iv. Creating a PE classroom originally programmed to be used in conjunction with the dining room and the new Breaux Bridge Primary multipurpose building.
 - 4) Acknowledge that upon confirmation of actual construction costs the remaining 2009 Bond construction funds for Breaux Bridge High increases from \$601,831 to \$653,344.
 - 5) Recommend that the remaining contingency funds available in the Parish Wide Technology Funds be allowed to be used for providing additional wiring, cabling, telephone, paging and computer related upgrades in the parish in order to provide compatible technology functions at the schools in the parish. The amount currently available in the contingency is approximately \$402,000. The above recommendation has been reviewed and approved for recommendation by the Staff. Portions of the funds will be used to award work by proposals or change orders for the following:
 - i. Awarding some of the alternates which were not accepted in the cabling projects awarded for seven schools at the last board meeting.
 - ii. Expanding the phone system at two facilities which have inoperable intercoms by preparing a change order on the cabling project for approximately \$20,000 each. This type of installation is a new

alternative to replacing existing intercom paging systems which will save approximately \$40,000 per system replacement at the campuses.

- iii. Provide additional internet drops on the recent cabling project which were negotiated out of the project in order to reduce costs. It is a preference to allow the IT Department and Principals the latitude to increase computer stations as the new computer facilities are put into operation based on individual site needs.
- iv. Provide computer room upgrades at various campuses where needed for expansion of computer stations to meet the criteria set up by the school system.

In addition to the above, some of the expenditures referenced above can be utilized to leverage funding application for grants being awarded through e-rate.

- 6) Consider and/or approve authorizing the Superintendent to award the St. Martinville High Track and Field project as substantially complete if recommended by the Architect and agreed to by the Project Manager and the Superintendent. Expected date of completion is April 10, but the official date allowed for completion is April 12.

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

Board approved the following consent agenda items:

- a) Minutes of the following meetings:
 - 1) Finance Committee Meeting of March 4, 2015
 - 2) Regular Meeting of March 4, 2015
- b) Finance Committee recommendations:
 - 1) Insurance renewal proposal submitted by Brown and Brown of Louisiana, LLC including general liability, property, etc.
 - 2) Proposal submitted by Brown and Brown of Louisiana, LLC regarding the flood insurance for Breaux Bridge High and Cecilia High campuses
 - 3) Option D with regards to the Group Health Insurance proposal submitted by Gallagher – ABSTAINED: Mr. Knott
 - 4) Maintenance and Transportation Budgets
 - 5) Staff develop a proposed project list for a potential future bond
- c) Request for waiver of sales tax penalties for the following:
 - 1) Exterran Energy Solutions LP
 - 2) Parks Auto Supply
- d) Request for permission to call for informal bids on meat & groceries for the School Nutrition Program for the 2015-2016 school year
- e) Request for permission to call for bids on the following:
 - 1) Bread and Bread Products
 - 2) Milk and Related Products
 - 3) Milk and Related Products (Stephensville)
 - 4) SN Paper & Chemical Products
- f) Resolutions indicating the authorized signatures on the school accounts for Stephensville Elementary
- g) Resolution to extend the lease on school board properties in lower St. Martin Parish for exploration purposes (attached as Exhibit A)
- h) Proclamations/resolutions:
 - 1) Designating April 12-18, 2015 as National Library Week (attached as Exhibit B)
 - 2) Designating April 13-17, 2015 as Attendance Awareness Week
 - 3) Designating April 27-May 1, 2015 as Violence Prevention Week (attached as Exhibit C)
 - 4) Expressing the condolences of the entire school system to the family of Jason Melancon (attached as Exhibit D)

- i) Personnel Changes:
 - 1) Request for extra employment pay for Corita Andrus, Cabrini Benoit, Ashley Bonvillain, Dana Broussard, Brenda Davis, Ashley Dore, and Ashley Howard for Cecilia Primary's After-Care Program for the month of February, 2015
 - 2) Request for extra employment pay for Patty Orgeron, Allison Guagliardo, and Candice Grivet for Stephenville Elementary's After-Care Program for the month of February, 2015
 - 3) Request for extra employment pay for Angela Toncrey, Rena David, Tonia Theriot, Kate Gary, Theresa Blankenship, Regina Smart, Catherine Meche, Trisha Chauvin, and Cherie Foti for Parks Primary's After-Care Program for the month of February, 2015
 - 4) Extra pay for Breaux Bridge Senior High's Girls Basketball Coach (Borel)
 - 5) Extra pay for Breaux Bridge Senior High's Boys Basketball Coach (A. Derouselle)
 - 6) Extra pay for Breaux Bridge Senior High's Baseball Coach (G. Devillier)
 - 7) Advertisement of Extended School Year Services (ESYS) Personnel
- j) 2009 and 2013 Bond Program
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A motion was made by Mr. Blanchard and seconded by Mr. Flegeance to approve the proposed 2015-2016 School Calendar for St. Martin Parish Schools.

A substitute motion was made by Mr. Potier to revote on options 1 and 2, excluding option 3. The substitute motion died for lack of a second.

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

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

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

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On the motion of Mr. Foti, seconded by Mr. Knott, and carried, the Board approved to reconfirm Board action from the March 12, 2014 School Board meeting (excerpt from minutes included in School Board members' packets) to provide \$2,125,000 of additional funds for the Breaux Bridge Reconfiguration, and to utilize the funds from the following 2013 Bond budgets in the amounts noted, in lieu of funding from General Fund:

- 1) \$1,500,000 from Parish-wide HVAC
 - 2) \$ 500,000 from Parish-wide Roofing
 - 3) \$ 125,000 from Parish-wide Sprinkler
- Total: \$2,125,000**

OPPOSED: Mr. Hebert

On the motion of Mr. Stelly, seconded by Mr. Dupuis, and carried, the Board approved the following projects to be added to those already approved that are funded by 2013 Cecilia District Athletic funds to proceed through Schematic Design. Based on approval of Superintendent of the schematic design, allow the respective architects (already approved by the Board at previous meetings) to proceed with construction documents to allow projects to begin construction as soon as possible. Any substantial modifications to the approved list of work will be presented to the Board before moving forward. Also, the scope of work will be specifically defined based on construction estimates established by the Architects which fall within the approved budget.

- 1) Cecilia High School:
 - i. Football Field House/Dressing Room Shell \$441,000
 - ii. Football Field House/Dressing Room Finish-out \$215,000
 - iii. Re-sodding and Upgrades of Football Practice Field \$139,778

OPPOSED: Mr. Blanchard and Mr. Fuselier

On the motion of Mr. Knott, seconded by Mr. Dupuis, and unanimously carried, the Board approved to adopt the millage rates for the tax year 2015.

On the motion of Mr. Knott, seconded by Mr. Flegeance, and unanimously carried, the Board approved revisions to the 2014-2015 and 2015-2016 School Calendars regarding Pre-K.

On the motion of Mr. Dupuis, seconded by Mr. Flegeance, and unanimously carried, the Board approved revisions to the St. Martin Parish Personnel Evaluation Plan (Incident Report and Inclusion of Conference Report).

On the motion of Mr. Dupuis, seconded by Mr. Blanchard, and unanimously carried, the Board approved the process for distributing furniture items (desks, shelving units) no longer

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utilized by the St. Martin Parish School System (ie; non-profits would be given first consideration).

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

- a) Consider and/or approve purchasing property next to Teche Elementary School
- b) Consider and/or approve livestreaming school board meetings

The Board discussed the following:

- a) Closure of Trinity Catholic School
- b) Cecilia Junior High School Gymnasium Roof

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

SECRETARY

PRESIDENT