

**ST. MARTIN PARISH SCHOOL BOARD**

**MARCH 12, 2014**

**BREAUX BRIDGE, LOUISIANA**

**MINUTES**

The St. Martin Parish School Board convened on this day at 5:00 P.M. at the Breaux Bridge City Hall with the following members present: Messrs. Russel C. Foti, President, Steve Fuselier, Aaron Flegeance, James Blanchard, Robert E. Hollier, Richard Potier, Frederic Stelly, Floyd Knott, Mark Hebert, and Ms. Wanda Babin.

ABSENT: None

The meeting was called to order by Russel C. Foti, President. Dr. Lottie P. Beebe, Superintendent, opened the meeting with a prayer and the pledge of allegiance.

Dr. Beebe recognized the winners of the Breaux Bridge High School Future Business Leaders of America and the ULL Regional Science Fair.

Ms. Pamela Ardoin, Parks Primary Curriculum Coordinator, was recognized as the February Employee of the Month sponsored by Southern Scripts.

The Finance Committee recommendation allowing the JCEP/Barber School bus driver to receive the traditional \$300 stipend for the JCEP route and additional pay up to 40 hours per week for additional time incurred above the normal 25 hours per week was postponed until the April School Board meeting.

On the motion of Mr. Blanchard, seconded by Mr. Potier, and unanimously carried, consider and/or approve resolutions expressing the condolences of the entire school system to the families of Stephen Huter, Al Berard, Marcie Dauphine, and Clifford Durand was added to the agenda.

The following Finance Committee recommendations were removed from the consent agenda:

- a) Additional Sales Tax Supplement to be given in April
- b) New Group Health Plan Premiums

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

- a) Minutes of the following meetings:
  - Regular Meeting of February 5, 2014
  - Special Meeting of February 19, 2014
  - Finance Committee Meeting of March 12, 2014

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- b) Finance Committee recommendations:
  - RFP (Request for Proposal) for updating Scanning Software
  - Accept the upcoming insurance renewal proposal for General Liability, Auto, Floater, Property, and Professional Liability
- c) Request for waiver of sales tax penalties for Z-Tec Small Engine Repair
- d) Proposed 2014-2015 School Calendar for St. Martin Parish Schools
- e) Revisions (additions) to the St. Martin Parish School Board Virtual Learning Policy
- f) St. Martin Parish School Board and ULL LaSIP Grant Application
- g) Resolution of support for the 2014 Louisiana School Boards' Association (LSBA) Legislative Framework (attached as Exhibit A)
- h) Personnel Changes:
  - Request for extra employment pay for Corita Andrus, Cabrini Benoit, Ashley Bonvillain, Dana Broussard, Brenda Davis, and Ashley Howard for Cecilia Primary's After-Care Program for the month of January, 2014
  - Request for extra employment pay for Angela Toncrey, Rena David, Tonia Theriot, Kate Gary, Theresa Blankenship, Regina Smart, Catherine Meche, and Trisha Chauvin for Parks Primary's After-Care Program for the month of January, 2014
  - Recommendation for an Early Childhood Facilitator

Mr. Gregory Aucoin, a candidate for Judge of the 16<sup>th</sup> Judicial District Court, Division F, introduced himself to the Board.

A motion was made by Mr. Hebert and seconded by Mr. Potier to postpone the item regarding the 2013 Bond projects at the 3 High Schools relative to the Athletic Facility Upgrades (\$940,632 construction funds available per campus). The motion was then voted on and failed, as follows:

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

OPPOSED: Mr. Fuselier, Ms. Babin, Mr. Flegeance, Mr. Hollier, and Mr. Blanchard

A motion was made by Mr. Potier and seconded by Mr. Hebert to rescind the Breaux Bridge Community School Reconfiguration Plan (2/3 vote needed). The motion was then voted on and failed, as follows:

FOR: Mr. Flegeance, Mr. Potier, Mr. Stelly, and Mr. Hebert

OPPOSED: Mr. Fuselier, Mr. Hollier, Mr. Blanchard, Mr. Knott, and Mr. Foti

On the motion of Mr. Potier, seconded by Ms. Babin, and carried, the Board approved to ratify the Breaux Bridge Community Schools Reconfiguration Plan.

ABSTAINED: Mr. Hollier

OPPOSED: Mr. Hebert

On the motion of Mr. Potier, seconded by Mr. Hollier, and unanimously carried, the Board approved the following action related to the 2013 Bond Breaux Bridge Reconfiguration Plan Funding:

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- a) Action taken at the February School Board Meeting approved a portion of the funding required for the Breaux Bridge Reconfiguration. Based on the Preliminary Cost Estimates presented for the current Breaux Bridge Reconfiguration, the remaining funds needed in addition to what the School Board has already approved is \$2,125,000.
- b) During the preliminary investigation of the Parish-wide HVAC, Roofing and Sprinkler Projects, it has been determined that there is a probability of meeting all of the good faith intentions of the Bond Program and have sufficient dollars to fund all or a substantial part of the \$2,125,000 needed to complete the Breaux Bridge Reconfiguration Funding. (The total amount of 2013 Bond funding currently available to fund the HVAC, Roofing and Sprinklers is \$13,970,750).
- c) In the event HVAC, Roofing and Sprinkler Project savings do not fully fund the \$2,125,000, the remainder will be funded by the General Fund. (The Staff, Architects and Engineers should be able to determine prior to the bid of the Breaux Bridge Reconfiguration Projects if funding from the General Fund would be required).

A motion was made by Mr. Hollier and seconded by Mr. Blanchard to approve the following 2013 Bond projects at the 3 High Schools relative to the Athletic Facility Upgrades (\$940,632 construction funds available per campus).

- a) St. Martinville High School – Track Improvements and Artificial Turf Field and other athletic priority items per “St. Martin Parish School Board High School Bond Program”
- b) Breaux Bridge High School – Track Improvements and Artificial turf Field and other athletic priority items per “St. Martin Parish School board High School Bond Program”
- c) Cecilia High School – Track Improvements, Natural Turf Field (Base Plan) or Artificial Turf Field (Option Plan) and other athletic priority items per “St. Martin Parish School Board High School Bond Program”

A substitute motion was made by Mr. Knott and seconded by Mr. Hebert to postpone and have a Special meeting on athletics in two weeks. The substitute motion was then voted on and failed, as follows:

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

OPPOSED: Mr. Fuselier, Ms. Babin, Mr. Flegeance, Mr. Hollier, and Mr. Blanchard

An amendment to the motion was made by Mr. Knott and seconded by Mr. Stelly to use 3% of the contingency fund, increase the budget by \$400,000 and apply to all three areas. The amendment to the motion was then voted on and carried, as follows:

FOR: Mr. Fuselier, Ms. Babin, Mr. Flegeance, Mr. Hollier, Mr. Blanchard, Mr. Potier, Mr. Stelly, and Mr. Knott

OPPOSED: Mr. Hebert

The motion, as amended, was then voted on and carried.

OPPOSED: Mr. Hebert

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On the motion of Mr. Hollier, seconded by Mr. Blanchard, and unanimously carried, the Board approved the list of priority projects for the 3 High Schools to be funded by remaining 2009 Bond funds listed in “St. Martin Parish School Board High School Bond Programs”.

On the motion of Mr. Blanchard, seconded by Mr. Flegeance, and unanimously carried, the Board approved allowing the project architect, David Courville Architect, to proceed through Schematic Design for the approved Athletic Facility Upgrades at the 3 High Schools. At completion of Schematic Design, if projects are within the available budget, allow the architect to proceed the Construction Document Phase.

On the motion of Mr. Potier, seconded by Mr. Blanchard, and unanimously carried, the Board approved assigning the following 2013 Bond Projects to the following Architects and authorized the Architect to proceed through Schematic Design (15%), contingent upon Architect accepting the projects under the terms and conditions proposed by the School District. If, after completion of the Program Completion Phase or the Schematic Design Phase that it is determined that, in the opinion of the Board, the Architect’s performance is not sufficient to warranty proceeding beyond the Schematic Design Phase, the School Board reserves the right to assign another Architect to proceed with the Project beyond the Schematic Design Phase.

- a) Sprinkler Upgrades at Breaux Bridge High School and Cecilia Jr. High (sprinkler evaluation not to exceed \$5,000 per school in addition to Schematic Design fee if sprinkler upgrade is required): Angelle Architects (architect has already been assigned the building construction project at these 2 schools)
- b) Sprinkler Upgrades at St. Martinville High School (sprinkler evaluation not to exceed \$5,000 in addition to Schematic Design fee if sprinkler upgrade is required): David Courville Architect (architect has already been assigned the building construction project at this school)
- c) Renovations at Special Services and Renaissance Center: Angelle Architects, LLC
- d) Remaining AC Upgrade in St. Martinville District, Cecilia District and Parks/Catahoula/Stephensville District: Poché Prouet Associates, LTD. (fee will be hourly with maximum based on State fee curve times the total assignment of all HVAC projects)

On the motion of Mr. Potier, seconded by Mr. Stelly, and unanimously carried, the Board approved assigning the following Projects funded by 2009 and/or 2013 Bond funds, to the following Architects and authorized the Architect to proceed through Schematic Design (15%), contingent upon Architect accepting the projects under the terms and conditions proposed by the School District. If, after completion of the Program Completion

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Phase or the Schematic Design Phase that it is determined that, in the opinion of the Board, the Architect's performance is not sufficient to warranty proceeding beyond the Schematic Design Phase, the School Board reserves the right to assign another Architect to proceed with the Project beyond the Schematic Design Phase.

- a) New Classrooms at Breaux Bridge High School and Other Building Related Projects: Angelle Architects
- b) New Field House at Breaux Bridge High School and Other Athletic Related Projects: David Courville Architect (Architect assigned to Athletic Facility Upgrades at 3 High Schools)
- c) Cecilia High School Other Building Related Projects: Structure Design Group (Architect has already been assigned to the New Classrooms at this campus)
- d) Cecilia High School Athletic Related Projects: David Courville Architect (Architect assigned to Athletic Facility Upgrades at 3 High Schools)
- e) Cecilia High School Softball Field (excluding sodding) and Other Site Related Projects: Architectural & Engineering (Architect assigned to analyze CHS Sewage Pond/Treatment Plan)
- f) St. Martinville High School Building Related Projects and Athletic Related Projects: David Courville Architect (Architect assigned to Athletic Facility Upgrades at 3 High Schools and architect for previous bond work at campus)

On the motion of Mr. Stelly, seconded by Ms. Babin, and unanimously carried, the Board approved awarding cabling Upgrades at 3 Schools (ELC, St. Martinville Primary and St. Martinville Jr. High – 2013 Bond) to apparent low bidder, Global Data Systems, for the Base Bid of \$331,097.00. The bid is within the available funds allocated for cabling projects.

On the motion of Mr. Potier, seconded by Mr. Knott, and unanimously carried, the Board approved awarding Cecilia High School Band Room Renovations (2009 Bond) to the apparent low bidder, Ribbeck Construction Corporation, Inc., for the Base Bid of \$243,836. The bid is within the available funds allocated for the project.

On the motion of Mr. Flegeance, seconded by Mr. Potier, and unanimously carried, the Board approved the revised Substantial Completion date for the New Instructional Center (2009 Bond) submitted by the Contractor for weather days and additional scope of work. The revised Substantial Completion date will be May 31 at the latest, depending on substantiation of information provided Architect with the request.

On the motion of Mr. Stelly, seconded by Mr. Flegeance, and unanimously carried, the Board approved expanding the scope of work contained in the 2013 Bond Project "Parishwide HVAC Upgrades" to include upgrades to water heater systems.

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On the motion of Mr. Blanchard, seconded by Mr. Flegeance, and unanimously carried, the Board approved to follow procedure regarding an employee's request for waiver of sabbatical leave requirements.

On the motion of Mr. Flegeance, seconded by Mr. Hollier, and unanimously carried, the Board approved a resolution to schedule a tenure hearing.

On the motion of Mr. Knott, seconded by Mr. Blanchard, and carried, the Board approved to extend the Catahoula school zone.

ABSTAINED: Mr. Hollier

The Board Member's request to discuss changing procedures for the assignment of bus routes by district was tabled.

Mr. Blanchard expressed concerns regarding the policy relative to field trips.

The Board recessed in order to complete the business of the Finance Committee.

At completion of the Finance Committee meeting, the Board reconvened.

On the motion of Mr. Knott, seconded by Mr. Potier, and unanimously carried, the Board approved the Finance Committee recommendation for an additional Sales Tax Supplement for the month of April in the amount of \$700 to professional employees and \$500 to paraprofessional employees.

On the motion of Mr. Blanchard, seconded by Ms. Babin, and carried, the Board approved the Finance Committee recommendation for the new Group Health Plan Premiums.

OPPOSED: Mr. Potier and Mr. Stelly

ABSTAINED: Mr. Knott

On the motion of Mr. Knott, seconded by Hollier, and unanimously carried, the Board adjourned.

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SECRETARY

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PRESIDENT