

ST. MARTIN PARISH SCHOOL BOARD

OCTOBER 2, 2013

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. Floyd Knott, President, Steve Fuselier, Aaron Flegeance, James Blanchard, Russel C. Foti, Robert E. Hollier, Richard Potier, Frederic Stelly, Mark Hebert, and Ms. Wanda Babin.

ABSENT: None

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

Dr. Beebe made the following announcement:

Notice is hereby given that the Parish School Board of the Parish of St. Martin, State of Louisiana (the "School Board"), plans to consider an ordinance providing for the continued levy of a 1% sales and use tax beginning June 1, 2014 at a meeting of the School Board on Wednesday, November 6, 2013 at 5:00 p.m. at the Breaux Bridge City Hall, 101 Berard Street, Breaux Bridge, Louisiana, all as authorized by the voters at an election held on May 4, 2013.

Ms. Rebecca Clark, Teacher at Parks Middle School, was recognized as the September Employee of the Month sponsored by Southern Scripts.

Mr. Al Blanchard, Director of Human Capital and Operations, presented the Outstanding School Support Personnel winners with trophies:

- Becky Belaire, Breaux Bridge Primary
- Barbara Guidry, Cecilia Primary
- Joseph Skipper, Jr., Early Learning Center
- Lisa George, St. Martinville Primary
- Lisa Daigle, Parks Primary
- Callie Blanchard, Catahoula Elementary
- Leola Riser, Parks Middle
- Rebecca Broussard, Teche Elementary
- Hardy Joseph, Cecilia Junior High
- Dana Romero, Breaux Bridge Junior High
- Lisa Boyd, St. Martinville Junior High
- Lisa Dupuis, Breaux Bridge High
- Ernie Cole, St. Martinville Senior High

- Sharon Gregory, Breaux Bridge Elementary – Primary/Elementary Level
Outstanding Support Personnel of the Year

- Shelby Roberson, Stephenville Elementary – Middle School Level
Outstanding Support Personnel of the Year

- Sarah Jackson, Cecilia High – High School Level
Outstanding Support Personnel of the Year

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Consider and/or approve Substantial Completion for Parks Primary New Multipurpose and Classroom/Restroom Addition was removed from the consent agenda.

The following items were removed from the agenda:

- a) Consider and/or approve payment for Cecilia Senior High's assistant coaching duties (K. Francis)
- b) Consider and/or approve utilizing remaining Cecilia district funds and contingency funds from 2009 Bond to fund property acquisition, ball field improvements, and a four to six classroom addition at Cecilia Junior High
- c) Consider and/or approve Angelle Architects as the architect for ball field improvements at Cecilia High School and the four to six classroom additions at Cecilia Junior High
- d) Consider and/or approve reserving 100% of the Breaux Bridge district 2009 Bond contingency funds and 50% of the other three districts 2009 Bond contingency funds for Breaux Bridge district reconfiguration

Mr. Jim Poche, Poché Prouet Associates, presented the results of the bids received on October 1 for Breaux Bridge Primary Miscellaneous Renovations.

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

- a) Minutes of the following meetings:
 - Regular Meeting of September 4, 2013
 - Finance Committee Meeting of September 25, 2013
 - Special Meeting of September 25, 2013
- b) Finance Committee recommendations:
 - Modifying the scope of work for Cecilia High School Band Room project to be Renovations to Existing Band Room in the Main Building in lieu of a New Band Building (2009 Bond)
 - Using a portion of the remaining funds at St. Martinville High to install cameras for New Multipurpose Building in the amount of \$10,236 (2009 Bond)
 - Funding from the 2013 Bond, a portion of the work budgeted for Technology for Parishwide Telephone and Parishwide Wireless Systems at 20 sites (\$3,000,000 of the approximate \$4,500,000), based on approval of procurement of pricing by School Board attorney and subsequent authorization by Superintendent
 - Acknowledged the following:
 - Change Order 4 (add \$4,986.40) and Change Order 5 (\$23,825.70) for St. Martinville High School New Multipurpose, for unforeseen concrete modifications needed and moisture problems encountered with Gym floor installation, respectively. The new contract total will be \$2,273,493 (2009 Bond)
 - The preliminary budget for the Parks Primary Wiring Infrastructure for special systems at Parks Primary and other schools eligible for ERate reimbursement for wireless (projects approved at the September 4 School Board meeting) is \$50,000 per campus, to be funded by the 2013 Bond, included in Action Item 3.
- c) Request for permission to call for bids on Tires
- d) Call for bids for the purchase of two ¾ ton work trucks with tool beds and ladder racks and two ¾ ton cargo vans with plumbing/AC bins and ladder racks
- e) Policy revisions necessitated by changes to Bulletin 741, Louisiana Handbook for School Administrators:

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BBBC, *School Board Member Continuing Education*
DFD, *Tax and Bond Elections and Sales (New Policy)*
EBBC, *Emergency/Crisis Management*
EBC, *Buildings and Grounds Security*
EE, *Child Nutrition Program Management*
GAMJ, *Miscellaneous Conditions of Employment (New Policy)*
GBN, *Dismissal of Employees*
IDDF, *Education of Students with Exceptionalities*
IDE, *Co-Curricular Activities and Extracurricular Activities*
IDFA, *Interscholastic Athletics*
IKDC, *Prayer in Schools*
JCDAF, *Bullying and Hazing*
JGC, *Student Health Services*

- f) Revision to Policy: File DIA: Accounting System—requiring the Superintendent and/or Chief Financial Officer (CFO) to seek Board approval prior to the transfer of funds from different departments within the General Fund
- g) Proclamations/Resolutions:
- American Character Week, October 20-26, 2013
 - Red Ribbon Week, October 20-26, 2013
 - Expressing appreciation for legislative action providing additional funding for public education
 - Requesting amendment of bonus points for non-proficient super subgroup
- h) Personnel Changes:
- Request for extra employment pay for Corita Andrus, Mandy Angelle, Cabrini Benoit, Ashley Bonvillain, Dana Broussard, and Brenda Davis for Cecilia Primary's After-Care Program for the month of August, 2013
 - Request for extra employment pay for Catherine Meche, Rena David, Regina Smart, Trisha Chauvin, Theresa Blankenship, Kate Gary, and Tonia Theriot for Parks Primary's After-Care Program for the month of August, 2013
 - Payment for Cecilia Senior High's assistant coaching duties (N. Wiltz)
- i) 2009 and 2013 Bond Program:
- Substantial Completion for the following 2009 Bond projects:
 - St. Martinville High School New Multipurpose
 - St. Martinville High School Restroom Upgrades
 - St. Martinville Primary Drainage Improvements
 - Advertising for the 2009 project, Cecilia High School Band Room Renovation (as approved by the Finance Committee on September 25, 2013, with revised scope and budget)
 - Awarding the 2009 Bond project, Breaux Bridge Primary Miscellaneous Renovations, to the lowest responsible bidder, Bulliard Construction Co., for the Base Bid and all three alternates, for a total contract of \$351,500.
 - Consolidating 2009 remaining funds and remaining contingency funds at the individual schools into respective district funds. All future expenditures to be approved by the School Board and contingent upon results of public hearing notification and Board approval for the reallocation of funds for Breaux Bridge High School Performing Arts, the Stephenville Elementary Upgrades, and St. Martinville High School Concession Stand.

On the motion of Mr. Blanchard, seconded by Mr. Foti, and unanimously carried, the Board approved to amend the item relative to the Parks Primary New Multipurpose and Classroom/Restroom Addition, to allow the Superintendent to approve Substantial Completion.

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On the motion of Mr. Blanchard, seconded by Mr. Stelly, and unanimously carried, the Board adjourned.

SECRETARY

PRESIDENT