

**ST. MARTIN PARISH SCHOOL BOARD**

**JUNE 6, 2018**

**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. Burton Dupuis, President, Steve Fuselier, Aaron Flegeance, James Blanchard, Russel C. Foti, Richard Potier, Frederic Stelly, Floyd Knott, Mark Hebert, and Mrs. Wanda B. Vital.

ABSENT: None

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

Matthew Bishop, 2018 St. Martinville High Graduate, was awarded the Engineering/Architecture Scholarship from Poché Prouet Associates.

Mr. Al Blanchard, Director of Human Capital and Operations, presented the 2017/2018 Education Major Scholarship to Cassandra Zenon, 2018 St. Martinville High Graduate.

Tina Fuselier and Angie Stoute, Secretaries of the Human Resource Department, were recognized as the May Employees of the Month sponsored by Southern Scripts.

Thirty-one retirees were recognized and honored.

On the motion of Mr. Foti, 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 May 2, 2018
  - 2) Regular Meeting of May 2, 2018
  - 3) Special Meeting of May 16, 2018
- b) Request for waiver of sales tax penalties
- c) Request for permission to call for bids on the following:
  - 1) Bread & Bread Products
  - 2) SN Fresh Produce
  - 3) SN Meat & Frozen Food Products
  - 4) SN Grocery
  - 5) Bread & Bread Products (Stephensville)
  - 6) SN Fresh Produce (Stephensville)
  - 7) SN Meat & Frozen Food Products (Stephensville)
  - 8) SN Grocery (Stephensville)
- d) Leave policy procedural updates (attached as Exhibit A)
- e) St. Martin Parish Personnel Evaluation Program (Bulletin 130)
- f) Renewal of contract between Board of Supervisors of Louisiana State University and Agricultural and Mechanical College on behalf of its Louisiana State University Health Sciences Center and St. Martin Parish School System for a Medical Director and Physician
- g) Highest bid for a campsite lease in Belle River
- h) Letter of Assurance of Continued Employment as envisioned by ACT 745 of 1977
- i) Revisions to the 504/SBLC Handbook for the 2018-2019 school year

- j) 2018-2019 School Board Meeting Dates (attached as Exhibit B)
- k) Teche News as the Official Journal for the 2018-2019 school session
- l) Resolution expressing the condolences of the entire school system to the families of J. Curley Scrantz, Randal Vallot, Dawson LeBlanc, Mary Wiltz, and Kenneth Eaglin, II (attached as Exhibit C)
- m) Request for extra employment pay for Corita Andrus, Ashley Breaux, Ashley Dale, Brenda Davis, Meagan Dupuis, Sommer Lalonde, Ashley Melancon, Grace Sloane, and Brooke Thibodeaux for Cecilia Primary's After-Care Program for the months of April and May, 2018
- n) Request for extra employment pay for Tina Prejean, Kayla Menard, Kimberly Sullivan, and Monique Arceneaux for Breaux Bridge Elementary's After-Care Program for the month of April, 2018
- o) Request for extra employment pay for Theresa Blankenship, Regina Smart, Catherine L. Meche, Trisha Chauvin, Kate Gary, and Cherie Foti for Parks Primary's After-Care Program for the months of April and May, 2018
- p) Request for extra employment pay for Karen Anderson, Angela Watson, Cedric Theyard, Lisa Alexander, Catherine Wesley, Cora Clement, Catina Williams, and Tricia Hotard for Teche Elementary's After-Care Program for the month of April, 2018

On the motion of Mr. Foti, seconded by Mr. Potier, and unanimously carried, consider and/or approve bid recommendations on the following was added to the agenda:

- a) Milk & Milk Products
- b) Milk & Milk Products (SE)
- c) Paper & Chemical Supplies
- d) SFS Small Equipment

On the motion of Mr. Foti, seconded by Mr. Potier, and unanimously carried, the Board approved the recommendation of the administration for the acceptance of bids on the following:

- a) Milk & Milk Products – Borden's Dairy Co.
- b) Milk & Milk Products (SE) – Borden Dairy Co. of TX
- c) Paper & Chemical Supplies – Veritiv, Interboro Packaging, Economical Janitorial, Tristar Marketing, Doerle Food, and Auto Chlor
- d) SFS Small Equipment – Alack Refrigeration, Buckelew's Hardware, Economical Janitorial & Paper Supplies, and Tristar Marketing

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

- a) Renewal of contracts for Workers Comp TPA and Loss Control Services through LoCA.
- b) Alternative to Suspension Program
- c) Awarding the Cecilia High School Fieldhouse Locker project to the low quoter, Dupuis Woodworks, in the amount of \$49,990.
- d) Awarding Breaux Bridge Primary Drainage and Bike Path project to the low quoter, JC Construction, LLC with a base bid of \$71,000 and alternate #1 of \$24,000 for a total bid of \$95,000. Quotes were received on June 6, 2018 and project is being funded by the 2013 BB Reconfiguration Funds and 2016 BBE Construction Funds.
- e) Awarding Breaux Bridge Elementary Parking project to the low quoter, JC Construction, LLC with a base bid of \$129,500 and alternate #1 of \$53,200 for a total bid of \$182,700. Quotes were received on June 6, 2018 and project is being funded by the 2016 Breaux Bridge Elementary Construction Funds.

- f) Awarding Breaux Bridge High School Administration Improvements – Corridor Doors project to the low quoter, Michael David Breaux, Inc., in the amount of \$34,500. Quotes were received on May 22, 2018 and project is being funded by 2016 BBHS Construction Funds. Project construction budget is \$50,000.
- g) Awarding Breaux Bridge High School Administration Improvements – Millwork project to the low quoter, Acadiane Renovations, Ltd., in the amount of \$28,000. Quotes were received on May 22, 2018 and project is being funded by 2016 BBHS Construction Funds. Project construction budget is \$45,000.
- h) Awarding Teche Elementary Door and Hardware project to the low bidder, JC Construction, LLC with a base bid of \$122,000 and alternate #1 of \$12,950 for a total bid of \$134,950. Bids were received on May 31, 2018 and project is being funded by the 2013 Parishwide Door Funds.
- i) Awarding Cecilia Jr. High HVAC upgrades project to the low bidder, Air Plus, LLC, in the amount of \$414,000. Bids were received on May 22, 2018 and project is being funded by 2016 Parishwide HVAC Construction Funds. Project construction budget is \$550,000.
- j) Awarding Cecilia High HVAC Upgrades project to the low bidder, Air Plus, LLC, in the amount of \$409,000. Bids were received on May 24, 2018 and project is being funded by 2016 HVAC Construction Funds. Project construction budget is \$600,000.
- k) Awarding St. Martinville High School Tree Removal project to the low quoter, Acadiane Renovations, LLC with a total bid of \$34,500. Quotes were received on June 6, 2018 and project is being funded by 2016 SMHS Construction Funds.
- l) Awarding St. Martinville High School Student Parking project to the low quoter, JC Construction, LLC with a total bid of \$150,000. Quotes were received on June 6, 2018 and project is being funded by 2016 SMHS Construction Funds.
- m) Renewal of Workers Comp Excess Coverage through Brown & Brown of LA with New York Marine and General Insurance Company

The Board Member's request to discontinue waivers for use of facilities was postponed.

On the motion of Mr. Blanchard, seconded by Mr. Flegeance, and unanimously carried, the Board approved rescinding previous Board action of temporarily locating JCEP on the Cecilia Junior High Campus and relocating JCEP to 111 Courville St., Breaux Bridge, utilizing vacant portable buildings.

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

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

No action was necessary for the following items discussed in Executive Session:

- a) Pending litigation, Thomas v. St. Martin Parish School Board, Civil Action No. 11314 (W.D.La.)
- b) School Safety
- c) Litigated matters:
  - 1) Stella Noel vs. St. Martin Parish School Board, Docket No.: 17-04829; District: 09 Office of Workers' Compensation State of Louisiana
  - 2) Harriet Winters vs. St. Martin Parish School Board, Docket No.: 18-00832 District: 09 Office of Workers' Compensation State of Louisiana
  - 3) Linda Huval vs. St. Martin Parish School Board, Docket No.: 17-00026 District: 09 Office of Workers' Compensation State of Louisiana
- d) Contractual dispute
- e) BBHS/CHS football field system component

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On the motion of Mr. Foti, seconded by Mr. Flegeance, and unanimously carried, consider and/or approve rescinding previous Board action of donating the two remaining portable buildings at the Evangeline Campus to SMILE and donate one to SMILE and one to the American Legion Post was added to the agenda.

On the motion of Mr. Foti, seconded by Mr. Flegeance, and unanimously carried, the Board approved to rescind previous Board action of donating the two remaining portable buildings at the Evangeline Campus to SMILE and donate one to SMILE and one to the American Legion Post.

On the motion of Mr. Potier, seconded by Mr. Hebert, and unanimously carried, the Board adjourned.

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SECRETARY

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PRESIDENT