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Pursuant to LRS 42:19A (1)  
any matter not on the published agenda  
may be taken up by board only upon  
unanimous approval of the members  
present.

An individual wishing to place a matter on  
the agenda shall submit a request to the  
Superintendent at least eight (8) days  
prior to the meeting date, stating the nature of  
the matter and the time required to present it.  
(CPSB Policy File: BCBI)

**AGENDA**  
**CALCASIEU PARISH SCHOOL BOARD**  
**LAKE CHARLES, LOUISIANA**  
**Tuesday, July 12, 2022**  
**5:00 p.m.**

**2022-2023 BUDGET HEARING 4:30 p.m.**

Notices Posted: June 24, 2022, July 1, 2022, July 8, 2022

**NOTICE OF PUBLIC HEARING**

A public meeting will be held as follows:

Date: July 12, 2022

Time: 5:00 p.m.

Place of Meeting: 3310 Broad Street  
Lake Charles, LA 70615

- 1. Prayer and Pledge of Allegiance-** Bliss Bujard
- 2. Roll Call**
- 3. Approval of Minutes**
  - A. June 14, 2022
- 4. Presentations**
  - A. Perfect Attendance/Molly Peveto, Sulphur High School/Keith LeLeux, Director of Child Welfare and Attendance
  - B. JCI Quarterly Report
  - C. Special Education Advisory Council/Racquel DeVille, Chair
- 5. Superintendent's Report**
- 6. Executive Session**

- A. Discussion of Auto Liability Claim #CLAS11767B1/Attorney Kyle Beasley
- B. Discussion of Auto Liability Claim #CLAS11573A2/Attorney Kyle Beasley

## **7. Take Appropriate Action on Executive Session**

- A. Settlement of Auto Liability Claim #CLAS11767B1/Attorney Kyle Beasley
- B. Settlement of Auto Liability Claim #CLAS11573A2/Attorney Kyle Beasley

## **8. Committee Reports**

(None)

## **9. Take Appropriate Action**

- A. Adoption of 2022 Millages
- B. Adoption of 2022-23 Budgets
  - 1. General Fund
  - 2. Special Revenue Funds
- C. Adoption of 2022-2023 Salary Schedules
- D. Adoption of ELA High School Curriculum Materials
- E. Adoption of High School Math Instructional Resource
- F. Adoption of Head Start Policy
- G. Consideration of modifying the uniform policy regarding the wearing of jeans
- H. Consideration of LaGrange High School to be advertised as Level 1 and Level 2 Turnaround Principal School (More information will be available to you prior to the meeting)

## **10. Permission to Advertise**

- A. Bid for E-Rate Year 26 (23-24)/Technology Department

## **11. Bid Reports**

- A. Bulk Oil – Bid #2023-21/General Funds (Bid opens on July 11<sup>th</sup>, information will be provided prior to the meeting)
- B. New Wrecker – Re-Bid#2023-311/ESSER Funds (Bid opens on July 11<sup>th</sup>, information will be provided prior to the meeting)
- C. Bell City High School Gymnasium, Second Story Addition/Bell City Maintenance Fund

## **12. Hurricane Bid Reports for Ratification**

(None)

## **13. Correspondence**

- A. Change Order for the project, “Phase 3 Improvements, R.D. Molo Middle School”, District 31 Bond Fund; Ellender Architects, LLC, Architect; K&J

Development of SWLA, LLC, Contractor; *Increase* of \$14,291.00 and *Increase* of one hundred and nineteen (119) days.

**14. Condolences/Recognitions**

**15. Schedule Committees**

**16. Adjourn Meeting**

### **DATE, TIME, PLACE OF MEETING**

The Calcasieu Parish School Board Special Called Meeting was held at 3310 Broad Street, Lake Charles, Louisiana, on Tuesday, June 14, 2022, at 5:00 p.m.

The meeting was called to order by Annette Ballard, President. The prayer and pledge were led by Russell Castille.

### **ROLL CALL**

The roll was called by Superintendent Bruchhaus and the following members were present: Mack Dellafosse, Annette Ballard, Russell Castille, Alvin Smith, Glenda Gay, Damon Hardesty, John Duhon, Desmond Wallace, Aaron Natali, and Billy Breaux.

Absent: Eric Tarver, Bliss Bujard, Mark Young, Fred Hardy, Dean Roberts

### **APPROVAL OF MINUTES**

On a motion by Mr. Dellafosse and a second by Mr. Hardesty, the following Minutes were approved on a unanimous vote:

May 10, 2022  
May 11, 2022  
May 16, 2022  
May 17, 2022  
May 24, 2022  
May 26, 2022  
June 7, 2022

### **PRESENTATIONS**

Jamey Rasberry, Director of Sports Medicine at Lake Charles Memorial Hospital, gave the quarterly report.

### **SUPERINTENDENT'S REPORT**

Mr. Bruchhaus gave the following report:

I. You have each received the monthly Head Start report:

**Program Governance**

- The Policy Council meeting scheduled for May 16, 2022 was cancelled due to new Superintendent interviews.

- An emergency meeting was held on May 26, 2022 to approve the COLA and Quality Improvement grant application.

2. You have all received the school population report, showing the student numbers from the end of May, 2022. Your next report will be at the September meeting, showing the numbers comparing May 31 to the August 31 numbers.

3. I would like to report our May, 2022 sales tax numbers for our general fund which show collections at \$3,793,325 or 33.8 % above budget for the 11th month of the 2021-2022 school year.

- Collections are \$218,927 or 1.5 % above collections for the same month last year.
- After 11 months, collections are \$25,663,894 or 17.6 % above budget and \$16,372,393 or 10.6 % above the same period last year.

4. Hurricane Information: The summary was in your packet.

### **EXECUTIVE SESSION**

On a motion by Mr. Duhon and a second by Mr. Castille, the Board adjourned into Executive Session at 5:16 p.m. on a unanimous vote.

A. Discussion of Auto Liability Claim #LAS11944B1/Attorney Kyle Beasley

B. Discussion of General Liability Claim #CLAS11571A1/Attorney Sam Gabb

### **TAKE APPROPRIATE ACTION ON EXECUTIVE SESSION**

On a motion by Mr. Duhon and a second by Mr. Castille, the Board returned to Regular Session at 5:29 p.m. on a unanimous vote.

A Settlement of Auto Liability Claim #LAS11944B1/Attorney Kyle Beasley

On a motion by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote to settle Auto Liability Claim #LAS1194B1.

B. Settlement of General Liability Claim #CLAS11571A1/Attorney Sam Gabb

On a motion by Mr. Dellafosse and a second by Mr. Breaux, the motion carried on a unanimous vote to settle General Liability Claim #CLAS11571A1.

### **COMMITTEE REPORTS**

A. Budget Committee, May 24, 2022/Russell Castille, *Chair*

**Mr. Castille gave the following report:**

The Calcasieu Parish School Board Budget/Fiscal Management Committee met at 5:00 p.m., Tuesday, May 24, 2022, in the Board Room, 3310 Broad Street, Lake Charles, Louisiana. A quorum was present. The prayer and pledge were led by Fred Hardy.

Present: Russell Castille – Chair, committee members Eric Tarver, Billy Breaux, Mack Dellafosse, John Duhon, Glenda Gay, Damon Hardesty, Fred Hardy, Aaron Natali, Dean Roberts, Alvin Smith, Desmond Wallace, and Wilfred Bourne – Secretary. Other Board members present were Annette Ballard, Bliss Bujard, and Mark Young

Mr. Castille called the meeting to order.

Mr. Bourne presented General Fund Budget Revision #3 for 2021-22 which included Revenues and Other Sources of Funds of \$366,688,827, an increase of \$12,596,247, and Expenditures and Other Uses of Funds of \$365,160,527, an increase of \$2,215,833 over revision #2. General Fund Budget Revision #3 projects a current surplus of \$1,528,300 resulting in an unassigned fund balance of \$31,549,101 or 8.60% of projected revenues.

On a motion by John Duhon and seconded by Mack Dellafosse, it was recommended that General Fund Revision #3 for 2021-2022 be approved as presented. The motion passed.

**Mr. Castille offered a motion to approve on behalf of the committee; a second was not needed. The motion carried on a unanimous vote.**

Next, the 2021-22 Special Revenue Budget Revision #1 was presented for approval. Projected revenue and other sources of funds were \$187,308,155, an increase of \$92,994,087 from the original budget. Expenditures and other uses of funds are \$186,711,342 an increase of \$92,194,586, with a projected surplus of \$596,813, all in School Food Services. School Food Services is one of the largest of the Special Revenue Funds with projected revenues and other sources of funds of \$16,132,407, an increase of \$2,173,339, from the original budget. The Food Services Fund is projecting a surplus of \$596,813, leaving a fund balance of \$7,618,657, or 47.23% of projected revenues.

On a motion by John Duhon and seconded by Damon Hardesty, it was recommended that Special Revenue Funds Revision #1 for 2021-2022 be approved as presented. The motion passed.

**Mr. Castille offered a motion to approve on behalf of the committee; a second was not needed. The motion carried on a unanimous vote.**

Mr. Bourne then presented the first draft of the 2022-2023 Proposed General Fund Budget. Proposed revenues and other sources of funds are \$346,386,542, a decrease of \$20,302,285 from the final revision for 2021-2022. Expenditures and other uses of funds are projected at \$347,502,821, a decrease of \$17,657,706 from the final revision of 2021-2022. The proposed budget for 2022-2023

projects an operating deficit of \$1,116,279 leaving a projected unassigned fund balance of \$59,252,491 or 17.11% of projected revenues.

Mr. Bourne stated that the 2022-2023 Proposed General Fund Budget would not be presented for approval until July after advertising requirements are met. The proposed budget was presented as information only.

The next item on the agenda was presented by Tony McCardle regarding a proposal for replacing band uniforms for nine high school band programs on a rotation schedule over the next two or three years using Riverboat Funds.

On a motion by Mack Dellafosse and seconded by Alvin Smith, it was recommended that the band uniforms could be purchased using Riverboat funds over the next two years as presented. The motion passed.

**Mr. Castille offered a motion to approve on behalf of the committee; a second was not needed. The motion carried on a unanimous vote.**

The next item on the agenda was employee count data presented by Mr. Bourne. This information is reported periodically to the board and the current number of active employees as of May 12, 2022, is 4,594. This was for information only.

Lastly, Mr. Bourne provided a report of Calcasieu Parish School Board state and federal grant funded personnel. The report shows the salary paid from grant funds to each listed employee. This was given for informational purposes only.

With no further business to discuss, on a motion by John Duhon and seconded by Damon Hardesty, the committee adjourned the meeting at 6:03 pm.

### **TAKE APPROPRIATE ACTION**

Mrs. Ballard read the following:

**A.** Approval of selection of Committee of Educators and Committee of Parents for annual revisions to Pupil Progression Plan (Available for viewing at the end of this document and posted under Minutes at [www.cpsb.org](http://www.cpsb.org))

On a motion to approve by Mr. Duhon and a second by Mr. Breaux, the motion carried on a unanimous vote.

**B.** Approval of grant application for Head Start/Cost of Living Adjustment and Quality Improvement (Available for viewing at the end of this document and posted under Minutes at [www.cpsb.org](http://www.cpsb.org))

On a motion to approve by Mr. Duhon and a second by Mr. Breaux, the motion carried on a unanimous vote.

C. CPSB District Bus Discipline Ladder added to Student Code of Conduct (Available for viewing at the end of this document and posted under Minutes at [www.cpsb.org](http://www.cpsb.org))

On a motion to approve by Mr. Duhon and a second by Mr. Breaux, the motion carried on a unanimous vote.

D. Approval for annual auction of surplus items/June 17-18<sup>th</sup>, 2022 (Available for viewing at the end of this document and posted under Minutes at [www.cpsb.org](http://www.cpsb.org))

On a motion to approve by Mr. Duhon and a second by Mr. Breaux, the motion carried on a unanimous vote.

E. Approval of performance contract renewals (Available for viewing at the end of this document and posted under Minutes at [www.cpsb.org](http://www.cpsb.org))

On a motion to approve by Mr. Duhon and a second by Mr. Breaux, the motion carried on a unanimous vote.

F. Approval of Student/Athletic Accident Catastrophic/Extended Day Insurance Renewal

The Calcasieu Parish School Board Student Athletic Accident Catastrophic/Extended Day Insurance coverage for August 1, 2022, to July 31, 2023 presented by Special Markets Insurance Consultants. The renewal information is as follows:

<u>Coverage</u>	<u>Company Current/Renewal</u>	<u>Current Premium</u>	<u>Renewal Premium</u>	<u>Change</u>
Student/Athletic Catastrophic	Gerber	\$19,094.74	\$18,140.00	-\$954.74
Extended Day Care	Gerber	\$7,965.00	\$7,965.00	\$0.00

On a motion to approve by Mr. Duhon and a second by Mr. Breaux, the motion carried on a unanimous vote.

G. Approval of Property, Casualty, and Workers' Compensation Insurance Renewal

(Available for viewing at the end of this document and posted under Minutes at [www.cpsb.org](http://www.cpsb.org))

Mr. Duhon offered a motion to approve the following, with a second from Mr. Breaux:

- \$50M/85M property coverage for the 2022-2023 policy year
- Casualty and workers' compensation coverages for the 2022-2023 policy year.
- Reject uninsured/underinsured motorist coverage for the 2022-2023 policy year.



- Give Superintendent or his designee permission to sign all renewal related contracts.

The motion carried on a unanimous vote.

**H. Consideration of new LHSAA Select/Non-Select Policy---Washington-Marion**  
(This item was for information only)

### **PERMISSION TO ADVERTISE**

Mrs. Ballard read the following:

**A. Iowa High School Baseball/Softball Artificial Turf/\$50 million allocation/CVB Donation**

On a motion to approve by Mr. Dellafosse and a second by Mr. Natali, the motion carried on a unanimous vote.

**B. Bulk Oil/Bid #2023-21/General Funds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Natali, the motion carried on a unanimous vote.

**C. New Wrecker/Re-Bid #2023-211/ESSER Funds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Natali, the motion carried on a unanimous vote.

### **BID REPORTS**

Mrs. Ballard read the following:

**A. Bid# 2023-02 Magazines & Books: 3<sup>rd</sup> year/General Funds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

**B. Bid# 2023-04 Pre-Pkg supplies: EPI Renewed/ General Funds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

**C. Bid# 2023-05 School Uniforms: EPI Renewed/General Funds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

**D. Bid# 2023-06 Grass Cutting: Titan Renewed/General Funds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

**E. Bid# 2023-09 Waste Disposal: WM Year 2 of 3 year/General Funds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

**F. Bid# 2023-10 Fire alarm inspection: Allied Renewed/General Funds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

**G. Bid# 2023-15 Sprinkler Inspection: Vallen Renewed/General. Funds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

**H. Bid# 2023-30 Chemicals/Autochlor Machine Rentals//Food Services Fund**

Staff recommends awarding Autochlor Systems as the lowest responsible bidder/\$330,000.

On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

**I. Bid# 2023-31 Band Instruments Bid Result/Lafayette Music/ESSER Funds**

Staff recommends awarding Lafayette Music as the lowest responsible bidder/\$446,278.55.

On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

**J. Bid# 2023-311 New Wrecker, Bid opened on 5/31, Bidder did not meet the Engine size/Power Spec. Requirement. Re-bid is needed**

On a motion to approve re-bidding by Mr. Dellafosse and a second by Mr. Duhon, the motion carried on a unanimous vote.

## **HURRICANE BID REPORTS FOR RATIFICATION**

**A.** CPSB Administration Building Freezer and Cooler Replacement/Group Contractors, LLC./\$5,133,000/Base, Alternate 1 and Alternate 2

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

**B.** Washington-Marion High School Athletic Facilities/Cotton Commercial USA, Inc./\$312,009.28.

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

## **CORRESPONDENCE**

Mrs. Ballard read the following:

**A.** Change Order for the project, “Gillis Elementary, Phase III Improvements,” Sales Tax District 3; Moss Architects, Inc., Designer; Miller & Associates Dev. Co., Inc., Contractor, *Increase* of \$9,537.16 and *Increase* of ten (10) days.

On a motion to approve by Mr. Breaux and a second by Mr. Duhon, the motion carried on a unanimous vote.

**B.** Recommendation of Acceptance for the project, “Gillis Elementary Improvements, Phase III”

On a motion to approve by Mr. Breaux e and a second by Mr. Duhon, the motion carried on a unanimous vote.

## **CONDOLENCES AND RECOGNITIONS**

Mrs. Ballard congratulated Mr. and Mrs. Bruchhaus on both of their retirements from CPSB.

Mr. Breaux and Mr. Duhon thanked Mr. Bruchhaus for the excellent job he has done as Superintendent.

Mr. Dellafosse and Mr. Wallace asked for a letter of condolence to the family of Mrs. Eula Jacob.

Mr. Castille asked for a letter of condolence to the family of Mrs. Lillian Early.

Mr. Bruchhaus mentioned the recent passing of Mrs. Daisy Bellard, a CPSB nurse.

JUNE 14, 2022

**ADJOURN MEETING**

On a motion to adjourn by Mr. Breaux and a second by Mr. Castille, the meeting was adjourned at 6:06 p.m. on a unanimous vote.

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Annette Ballard, President

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Karl Bruchhaus, Secretary



**Calcasieu Parish School Board**  
**Procedure for the Selection of Pupil Progression Plan Committee Members**

The Calcasieu Parish School Board follows guidance provided in Bulletin 1566 when selecting educators and parents to serve on committees designed to make yearly revisions to the district's Pupil Progression Plan. Listed below are the specific procedures used by the district to select representatives for each committee along with each committee's function.

**Committee of Educators:**

The Committee of Educators is comprised of representatives of Elementary and Secondary Education, Special Education, Career Technical Education, Title I, teachers, principals, and other individuals deemed appropriate by the Superintendent. Every effort is made to ensure the membership of this committee is a representative sample of educators and one that reflects membership from each geographic area of the district. Members of the Committee of Educators are submitted for approval to the Superintendent of CPSB.

The members of the Committee of Educators are tasked with reviewing yearly changes to the law and BESE policy and then recommending revisions to the Pupil Progression Plan that will ensure compliance. They present the recommended revisions to a Committee of Parents who then provides input and feedback. The Committee of Educators then meets once more to make additional revisions based on parental input and agrees on a final draft to be presented to the Board for approval.

**Committee of Parents:**

Parent representatives are solicited and chosen based on recommendations from individuals in a leadership position at the building level (e.g., administrators, counselors, etc.) and from departments (e.g., World Languages, Advanced Studies, Special Education). Every effort is made to ensure the membership of this committee represents each geographic area of the district.

Members of the Committee of Parents provide valuable feedback to the Committee of Educators, from a parent's perspective, as to how the proposed Pupil Progression Plan revisions will affect students. After parents listen to presentations from each department, they make suggested changes and come to a consensus on approval of the proposed revisions.

*Building Foundations for the Future*

**2022-2023 CPSB Pupil Progression Plan  
Committee of Parents**

<b>Name</b>	<b>Area/School</b>	<b>Address</b>
Alexander, Michelle	S. J. Welsh Middle	3726 Burton Lane, Lake Charles, LA 70605
Araya, Ana	Fairview Elementary	1101 Cork Lane, Sulphur, LA 70663
Armentor, Beth	Iowa Middle	6066 River Rd., Lake Charles, LA 70615
Bellard, Megan Miller	F. K. White Middle	1045 Walters St. 704-G, Lake Charles, 70607
Benoit, Megan	LeBleu Settlement Elem.	2464 Man Heyd Rd., Lake Charles, LA 70647
Broussard, Sparkle	Washington-Marion High	4115 Worthy Dr., Lake Charles, LA 70607
Buxton, Erika	DeQuincy Middle	222 Alston Rd., DeQuincy, LA 70633
Caldarera, Jada	Sam Houston High	1718 Jessica Lane, Lake Charles, LA 70611
Carr, Catherine	LaGrange High	1809 Orchid St., Lake Charles, LA 70601
Chaney, Paige	Iowa High	6938 Rue Renard Rouge, Iowa, LA 70647
Cunningham, Laurie	S. J. Welsh Middle	3829 Jasmine Blvd., Lake Charles, LA 70605
David, Kelli	Barbe High	5835 Brooke Flower Lane, Lake Charles, LA 70605
Duhon, Tina	Washington-Marion High	401 7th St., Lake Charles, LA 70601
Emigh, Brandy	DeQuincy Middle	334 Miller Rd., DeQuincy, LA 70633
Gray, Shalonda	LaGrange High	4401 5th Avenue Apt. M-92, Lake Charles, LA 70607
Jacoby, Lauren	Prien Lake Elem.	3257 Gleneagle Dr., Lake Charles, LA 70605
Joubert, Steven	S. J. Welsh Middle	1202 Benvue Lane, Lake Charles, LA 70605
Landry, Razonda	Dolby Elementary	531 Jumping Jack Lane, Lake Charles, LA 70615
Lee, Crystal	Oak Park Middle	1704 7th St., Lake Charles, LA 70601
Linscomb, Christina	Vinton Elementary	1512 East St., Vinton, LA 70668
Logray, Andrea	W. W. Lewis Middle	2104 Olene, Sulphur, LA 70663
Mabou, Jennifer	Sulphur High	2037 Burkholder Rd., Lake Charles, LA 70665
Malbrough, Hope	Brentwood Elementary	2429 Fenimore, Westlake, LA 70669
Maricle, Jill	S. J. Welsh Middle	5734 Gene Lane, Lake Charles, LA 70605
McGee, Tanya	St. John Elementary	5825 Birch St., Lake Charles, LA 70606
Trombatore, Chris	Fairview Elementary	3127 Asbury Circle, Lake Charles, LA 70607
Vaughan, Mary	Iowa Middle	1720 12th St., Lake Charles, 70601

**2022-2023 Pupil Progression Plan  
Committee of Educators**

<b>Name</b>	<b>Area/School</b>	<b>Position</b>
Baggett, Crystal	Central Office	Counselors/Connections/JAG Consultant
Barrentine, Dielle	Central Office	Assessment Supervisor
Bell, Pamela	Combre-Fondel Elementary	Elementary School Principal
Brossard, Jeffrey	Central Office	High School Consultant
Clanton, Owen	Central Office	Administrative Director Middle Schools
Dalfrey, Emily	Vinton Middle	6 <sup>th</sup> Grade Math & Enrichment Teacher
Dering, Jeremy	Alternative Programs	Middle & High Principal
Dietz, Luke	Iowa Middle & High	High School Principal
Fontenot, Dr. Christopher	Vinton Middle School	Middle School Principal
Glaser, Britney	Career & Technical Education	Television Production Teacher
Hebert, Tammy	Central Office	Director of High School Curriculum
Hill, Wendy	Central Office	Special Services Middle & High Supervisor
Hobaugh, Arlene	Central Office	PPP Coordinator & Admin. Coord. RTI
LaFargue, Dr. Shannon	Central Office	Chief Academic Officer
Malfand, Isabelle	World Languages	World Languages French Teacher
McCardle, Tony	Central Office	Director Career & Technical Education
Pete, Robert	Central Office	High Schools Administrative Director
Portie, Dr. Jill	Central Office	Elementary Schools Administrative Dir.
Pugh, Kacie	Central Office	Elementary School Senior Consultant
Roberts, Monique	Central Office	World Languages Consultant
Spikes, John	Central Office	Federal Programs Director
Thomas, Carolyn	Central Office	Middle School Consultant-Special Projects
Thomas, Jakyrah	Oak Park Elementary	5 <sup>th</sup> Grade Teacher
Warner, Delicia	S. P. Arnett Middle	8 <sup>th</sup> Grade Social Studies Teacher
Washington, Dr. Betty	Central Office	Special Services Administrative Director
Whitley, Denise	S. P. Arnett Middle	Middle School Principal
Whittington, Dawn	Iowa High	United States History Teacher
Williams, Karen	Central Office	Advanced Studies Admin. Coordinator



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

April 20, 2022

**Grant No. 06CH011689**

**Dear Head Start Grant Recipient:**

The Consolidated Appropriations Act, 2022, contains an increase for Head Start of approximately \$289 million over the Fiscal Year (FY) 2021 level. This includes a cost-of-living adjustment (COLA) of \$234 million and a \$52 million Quality Improvement investment. The COLA supports a 2.28 percent adjustment above FY 2021 funding levels to increase the pay scales of Head Start and Early Head Start staff, including vacant positions, fringe benefits, and to offset higher operating costs. Quality Improvement funds are allocated proportionately based on federal funded enrollment levels, with additional adjustments given to smaller grant recipients to allow for a meaningful investment, as permitted by the Act.

The following table reflects the COLA and Quality Improvement increases available for FY 2022.

<b>Funding Type</b>	<b>Head Start</b>
Cost-of-Living Adjustment (COLA)	\$95,212
Quality Improvement (QI)	\$23,420
<b>Total Funding</b>	<b>\$118,632</b>

Please note, these permanent increases are effective at the start of the FY 2022 budget period and are retroactive if this period has already commenced. Allocations are subject to adjustment if changes are made to annual funding/enrollment levels. Applicable to recipients operating both a Head Start and Early Head Start program, allocations for each funding type by program must be budgeted accordingly in application submissions.

**Application Submission Requirements**

The supplemental application is due **June 1, 2022** and must be submitted in the Head Start Enterprise System (HSES). To apply, please select the **Financials** tab, **Grant Application** tab, **Fiscal Year 2022**, and add the **'Supplement – COLA and Quality Improvement'** amendment type. No other application type for these funds will be accepted. For additional information on the allowable uses of COLA and Quality Improvement funding, refer to Program Instruction ACF-PI-HS-22-02.

**Content of 'Supplement – COLA and Quality Improvement' Application**

Applications must include separate project narratives and detailed budget justifications for each funding type, COLA and Quality Improvement, and by program, Head Start and/or Early Head Start. Each narrative must use 12-point font, and not exceed 10 pages. All narratives, budget justifications, and other supporting documentation must be uploaded into respective folders within the **Documents** tab of the application.

For COLA, the following must be demonstrated:

- A permanent increase of no less than the required 2.28 percent adjustment to the pay scale for each Head Start/Early Head Start position, including current employees and unfilled vacancies subject to the provisions of Sections 653 and 640(j) of the Head Start Act;



- A rationale and supporting documentation detailing agency policies and procedures if a position is receiving less than the required COLA percentage or differential COLA increases;
- The provision of a no less than 2.28 percent increase to all delegate agencies and partners or justification if less than the required percentage or differential increases are provided to delegate agencies and partners;
- Written confirmation that increases will be applied retroactively to the start of the FY 2022 budget period with a description of how funds will be distributed to affected employees, if applicable;
- The planned uses for any portion of the COLA funds to offset higher operating costs, once the 2.28 percent increase is provided to all staff, delegates and partners.

For Quality Improvement, the following must be demonstrated:

- Investments are consistent with Sec. 640(a)(5) of the Act (except programs are not bound by the requirements that at least 50 percent of the funds be used for staff compensation or that no more than 10 percent of funds be used on transportation. For more information on allowable activities as outlined in the Act, please see Attachment A);
- Investments made in Quality Improvement should be ongoing; description and written confirmation that funds will be used for ongoing purposes consistent with Section 640(a)(5) of the Act;
- If funds are used for staff wages, written confirmation that increases will be applied retroactively to the start of the FY 2022 budget period with a description of how funds will be distributed to all affected employees.
- If funds are used for one-time activities in the FY 2022 budget period, describe plans for how the funds will be allocated in the subsequent budget period.

Recipients are strongly encouraged to commit to sustained quality improvement investments, such as further increasing wages of Head Start/Early Head Start educational staff. However, grant recipients have the flexibility to use these funds to support the greatest local needs, consistent with Section 640(a)(5) of the Act.

### **Application's Budget Tab Requirements**

The data entered on the Budget tab within the application populates the SF-424A. Grantees are required to include funds for both COLA and Quality Improvement, and within the appropriate program, Head Start or Early Head Start.

### **Non-Federal Match**

The budget and detailed budget justification must include each source of non-federal match, including estimated amount per source and the valuation methodology. Flexibilities continue for waiver requests of the non-federal match requirement through the public health emergency due to the COVID-19 pandemic. If a non-federal match waiver is being request, a value of \$0 must be entered in Section C of the SF-424A of the application. No additional justification is required, and the issuance of a notice of award constitutes approval of the request.

### **Supporting Documents**

Signed statements of the Governing Body and Policy Council Chairs along with Governing Body and Policy Council minutes documenting each group's participation in the development and approval of the application must be provided. Through the public health emergency, at a minimum a statement confirming approval by Governing Body and Policy Council members available for contact will be accepted.

The application must be submitted on behalf of the Authorizing Official registered in the HSES. **Incomplete applications will not be processed.**

Please ensure the application contains all of the required information. If you have any questions or need assistance, please contact Maugarra Walker-Hazley, Head Start Program Specialist, at 214-767-8845 or [maugarra.walker-hazley@acf.hhs.gov](mailto:maugarra.walker-hazley@acf.hhs.gov) or William Ritchie, Grants Management Specialist, at 816-426-2253 or [william.ritchie@acf.hhs.gov](mailto:william.ritchie@acf.hhs.gov).

### **Program Improvement (One-Time) Requests**

Grant recipients encountering program improvement needs that cannot be supported by the agency budget are invited to apply for one-time funding. This funding must be applied for separately through the appropriate amendment in HSES. Program Improvement requests are prioritized and subject to funding availability. For questions regarding program improvement needs and requests, please contact the regional office.

For technical assistance in preparing the application, please contact the HSES Help Desk at [help@hsesinfo.org](mailto:help@hsesinfo.org) or 1-866-771-4737.

Sincerely,  
The Office of Head Start

### **Attachment A**

#### **Allowable Uses of Quality Improvement Funds as Specified in the Head Start Act**

1. To improve the compensation (including benefits) of educational personnel, family service workers, and child counselors, as described in Sections 644(a) and 653 of the Head Start Act, in the manner determined by the Head Start agencies (including Early Head Start agencies) involved, to support the following —
  - ensure that compensation is adequate to attract and retain qualified staff for the programs involved in order to enhance program quality;
  - improve staff qualifications and assist with the implementation of career development programs for staff that support ongoing improvement of their skills and expertise; and
  - provide education and professional development to enable teachers to be fully competent to meet the professional standards established under Sec. 648A(a)(1) of the Act, including—
    - providing assistance to complete postsecondary course work;
    - improving the qualifications and skills of educational personnel to become certified and licensed as bilingual education teachers, or as teachers of English as a second language; and
    - improving the qualifications and skills of educational personnel to teach and provide services to children with disabilities
2. To support staff training, child counseling, and other services necessary to address the challenges of children from immigrant, refugee, and asylee families; homeless children; children in foster care; children with limited English proficiency; children of migrant or seasonal farmworker families; children from families in crisis; children referred to Head Start programs (including Early Head Start programs) by child welfare agencies; and children who are exposed to chronic violence or substance abuse.
3. To ensure that the physical environments of Head Start programs are conducive to providing effective program services to children and families, and are accessible to children with disabilities and other individuals with

disabilities.

4. To employ additional qualified classroom staff to reduce the child-to-teacher ratio in the classroom and additional qualified family service workers to reduce the family-to-staff ratio for those workers.
5. To ensure that Head Start programs have qualified staff that promote the language skills and literacy growth of children and that provide children with a variety of skills that have been identified, through scientifically based reading research, as predictive of later reading achievement.
6. To increase hours of program operation, including the following —
  - conversion of part-day programs to full-working day programs; and
  - increasing the number of weeks of operation in a calendar year.
7. To improve community wide strategic planning and needs assessments for Head Start programs and collaboration efforts for such programs, including outreach to children described in no. 2 above.
8. To transport children in Head Start programs safely.
9. To improve the compensation and benefits of staff of Head Start agencies, in order to improve the quality of Head Start programs.

## CPSB DISTRICT BUS DISCIPLINE LADDER

**Consequences may be increased pending results of school investigation. All behavior infractions as per the CPSB Student Code Conduct will also apply.**

* Bus Discipline Ladder will start over for elementary students at the end of semester			
MINOR	INTERVENTIONS CAN INCLUDE	BUS DRIVER ACTIONS	CONSEQUENCES
<input type="checkbox"/> Fails to follow Bus Expectations <input type="checkbox"/> Fails to follow explicit directives of Bus Driver or Aid	<input type="checkbox"/> Reteach Expectations <input type="checkbox"/> Seat Change	<input type="checkbox"/> Parent Contact	<input type="checkbox"/> 1 <sup>st</sup> Offense – Complete ODR & note “Minor Bus Disturbance” <input type="checkbox"/> 2 <sup>nd</sup> Offense - Complete ODR & note “Minor Bus Disturbance” <input type="checkbox"/> After 3 minor infractions student is referred to principal as a major (habitually violates rules)
MAJORS	INTERVENTIONS CAN INCLUDE	ADMIN ACTIONS	CONSEQUENCES
<input type="checkbox"/> Throwing Objects inside or outside of bus <input type="checkbox"/> Aggressive Physical Contact <input type="checkbox"/> Damaging Property <input type="checkbox"/> Inappropriate Language <input type="checkbox"/> Having head, hands, arms or objects outside the bus <input type="checkbox"/> Disrupting safety protocol in or on the bus (Ex: touching or tampering with camera or safety latches on emergency exits)	<input type="checkbox"/> Reteaching Expectations <input type="checkbox"/> Reflective Activity <input type="checkbox"/> Social Skills Lesson on Bus Safety	<input type="checkbox"/> Parent Contact & Student Conference <input type="checkbox"/> Parent Conference <input type="checkbox"/> Parent/Student Conference	<input type="checkbox"/> 1 <sup>st</sup> Offense - ISI and warning that next infraction will result in loss of Bus Riding Privileges <input type="checkbox"/> 2 <sup>nd</sup> Offense – 1 Day Bus Suspension <input type="checkbox"/> 3 <sup>rd</sup> Offense – 3 Day Bus Suspension <input type="checkbox"/> 4 <sup>th</sup> Offense – 5 Day Bus Suspension <input type="checkbox"/> 5 <sup>th</sup> Offense – 15 Day Bus Suspension <input type="checkbox"/> 6 <sup>th</sup> Offense – Suspended from Bus for the remainder of the semester <input type="checkbox"/> 7 <sup>th</sup> Offense – Suspended from Bus for the remainder of the school year

### CPSB DISTRICT BUS EXPECTATIONS

1. Stay in Assigned Seat
2. Use your indoor voice and speak only with your neighbor
3. Drinking only water is acceptable on the bus, Keep treats and snacks stowed away
4. Use appropriate language when communicating
5. Follow Bus Driver Directives
6. Keep all body parts and objects inside the bus
7. Use Emergency Exits only when directed by Bus Driver or Aide

### Will add to the Code of Conduct:

Students will be picked up and dropped off only at registered address in J Campus. Exceptions can be made only with approval of School Administrator and Transportation Director

### Will add to ODR Form:

- Under Infractions:
- Minor Bus Disturbance**
  - Under Teacher Actions
  - Bus Driver Makes Parent Contact**

TO: Board Members

FROM: Wilfred Bourne

SUBJECT: Auction

DATE: June 14, 2022

The annual auction of surplus items will be held at the Burton Coliseum on Friday and Saturday, June 17-18th. Pederson & Pederson Auctions, Inc. will conduct the auction that will also include items from many other entities. Attached is a list of items to be included in the auction.

Staff recommendation: Declare listed items as surplus and authorize the items to be sold at auction on June 17<sup>th</sup> and 18<sup>th</sup>, 2022.

# 2022 Spring Auction- June 17,18

AMOUNT	CATEGORY	EXPANDED DESCRIPTION
45	VEHICLES	Bus, Van, Freezer Truck
8 Boxes	BUS PARTS	Various Bus Parts-unused but outdated for CPSB buses-Warehouse.
4 Boxes	MAINTENANCE PARTS	Various Parts unused but not requested in 3 years-Good Parts
1 Box	MOWER PARTS	Various parts-unused but not requested in 3 years-Good Parts
4 Boxes	TECHNOLOGY	Various technology in big boxes- monitors, wires, mice, keyboards
1	ATHLETIC	Baseball Throw Return
5	BRAILLER	Braille, Perkins Braille creator
40	CABINETS	Book shelves, cabinets, etc
50	CAMERA	Still, Video, Document, Flip, assortment of cameras
17	CARTS	Computer carts, Safes, Rolling Cart
142	CASES	iPad cases
85	DESKS	Teacher, Student, Podium, Wooden, etc
176	PALM PILOTS	Palm Pilots, Charging Cart, Stylus
13	DISPLAY SOUND	Red Cat, Elmo, Device to project images
54	ELECTRONICS	TV, VCR, VHS, Cassette, TV Combo
7	FILING CABINETS	Filing Cabinets
168	CHAIRS	Teacher, Student, Large, Small, Rolling, etc
38	HEALTH	Temp Sensors, Temp Probs, Temp Lights
6	JANITOR	Scrubber, Burnisher, Vacuum, Wet/Dry Vac
817	KEYBOARDS	Keyboards, loose, not boxed
23	KITCHEN	Kitchen Appliances and Equipment- Oven, Warmer, refridge, etc
132	MOUSE	Computer Mouse- loose, not boxed
1378	MONITORS	Computer Monitors- loose and boxed
89	MUSIC	Speakers, Headphones, cassette players
229	OFFICE EQUIPMENT	Printer, Scanner, Laminator, copy, Fax, some loose, some boxed
12	OTHER	Handstraps, Neckstraps
8	PIANO	Piano
67	PROJECTOR	Projectors of various brands & models
304	PROMETHEAN	Promethean board, active board, all active components
2	SCALE	Scales
9	SCIENCE	Sensor, Weather, CDs
135	TABLE	Various size & shape tables

Performance Contract List  
2022-2024

**Contracted Employee      Expiration Date      Location**

**PRINCIPALS**

Alcock, Emily	7/31/2022	T S Cooley
Anderson, Shonna	7/31/2022	Ray D Molo
Andrews, Karen	7/31/2022	Henry Heights
Askew, Kashia	7/31/2022	Gillis
Bertrand, Lori	7/31/2022	Fairview
Brinkley, Doyce	7/31/2022	Maplewood Elem
Brooks, Kristin	7/31/2022	R W Vincent
Caldwell, Adam	7/31/2022	A A Nelson
Cobain, Jose	7/31/2022	F K White
Deason, Jill	7/31/2022	Kaufman
Dotson, Corey	7/31/2022	Positive Connection
Fontenot, Lacey	7/31/2022	College Oaks
Fontenot, Patrick	7/31/2022	A M Barbe High
Granger, Gena	7/31/2022	LeBlanc
Guillory, Angela	7/31/2022	Moss Bluff Middle
Guillory, Shaunte'	7/31/2022	Pearl Watson
Harlow, Theresa	7/31/2022	DeQuincy Elem
Harvey, Ronnie	7/31/2022	Washington Marion
Heinen, Eric	7/31/2022	Vinton High
Johnson, Ashley	7/31/2022	T H Watkins
Johnson-Hughes, Jennifer	7/31/2022	CPAS (West)
Jones, Samuel	7/31/2022	DeQuincy High
Kay, Dea Anne	7/31/2022	St John
Leger, Terry	7/31/2022	CPAS
Nunez, Richard	7/31/2022	Bell City
Ortego, Julie	7/31/2022	Prien Lake
Pousson, John	7/31/2022	DeQuincy Middle
Reed, Stacie	7/31/2022	J I Watson
Sanders, William	7/31/2022	Starks
St. Mary, Shaalom	7/31/2022	Oak Park Elem
Whitley, Denise	7/31/2022	S P Arnett

**ASSISTANT PRINCIPALS**

Bowie, Crystal	7/31/2022	Washington Marion
Brown, Wendy	7/31/2022	Maplewood Elem
Clement, William	7/31/2022	Starks
Comeaux, Lindsey	7/31/2022	A A Nelson
Conrad, Mari-Scott	7/31/2022	Sam Houston
Durio, Kelly	7/31/2022	CPAS (west)
Fontenot, Lacey	7/31/2022	F K White
Foolkes, Jason	7/31/2022	Bell City
Fralick, Melina	7/31/2022	T S Cooley
Frederick, Jennifer	7/31/2022	DeQuincy Elem
Freeman, Ezola	7/31/2022	Pearl Watson
Fultz, Michael	7/31/2022	W W Lewis
Gonzales, April	7/31/2022	W W Lewis
Guillory, Chriscendia	7/31/2022	J I Watson
Harless, Erin	7/31/2022	Cypress Cove

Harrison, Lauren	7/31/2022	S P Arnett
Holmes, Laura	7/31/2022	CPAS (east)
Johnson, Nancy	7/31/2022	Fairview
Lavergne, Chad	7/31/2022	Vinton High
LeBlanc, Adri-Ann	7/31/2022	Vinton Middle
LeJeune, Renee'	7/31/2022	S J Welsh
McCarthy-Cezair, Marlise	7/31/2022	College Oaks
Nash, Abraham	7/31/2022	Washington Marion
Reon, Leeann	7/31/2022	Kaufman
Sanders, Rebecca	7/31/2022	DeQuincy Middle
Smith, Samuel	7/31/2022	DeQuincy High
Thibodeaux, Shaquana	7/31/2022	Ray D Molo
Thigpen, Jeremy	7/31/2022	A M Barbe High
Vincent, Casey	7/31/2022	S J Welsh
White, Brandi	7/31/2022	A M Barbe High

### ***SUPERVISORS***

Broussard, Dwaunis "Kim"	6/30/2022	Supervisor (CWA)
Hill, Wendy	6/30/2022	Supervisor (SPED)
McDonald, Thomas "Eric"	6/30/2022	Supervisor (CWA)
Mhire, Shonda	6/30/2022	Supervisor (SPED)
Pullard, Gwendolyn	6/30/2022	Supervisor (CWA)
Smith, Cary	6/30/2022	Supervisor (Personnel Middle)
Vail, Richard	6/30/2022	Supervisor (Federal Programs)

### ***ADMINISTRATIVE COORDINATORS***

#### ***COORDINATOR***

##### ***Risk Manager***

Giardina, Skylar	6/30/2022
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#### ***DIRECTORS***

Bent, Dennis	6/30/2022	Director Accounting and Budget
Foster, Wayne	6/30/2022	Director Internal Auditing
Hebert, Tammy	6/30/2022	Director of High School Curriculum
Leleux, Keith	6/30/2022	Director Child Welfare and Attendance/Media Center/Print Shop
McDonald, Aaron	6/30/2022	Director Transportation
Snyder, John	6/30/2022	Director Payroll

#### ***ADMINISTRATIVE DIRECTORS***

Portie, Stephanie	6/30/2022	Administrative Director of Elementary School
Joubert, Michelle	6/30/2022	Administrative Director of Early Childhood
Pete, Robert	6/30/2022	Administrative Director of High Schools

#### ***Chief Financial Office***

Bourne Jr., Wilfred	6/30/2022	
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TO: Members, Calcasieu Parish School Board  
 FROM: Skylar Dever Fontenot, Risk Manager  
 DATE: June 9, 2022  
 SUBJECT: Property & Casualty Renewal

Property and casualty insurance renewal rates have been received for the 2022-2023 policy year as marketed by Gallagher on behalf of the Calcasieu Parish School Board. All incumbents, as well as multiple new carriers were approached. The following coverages are presented for renewal effective July 1, 2022:

Coverage	Coverage Details Current	Prior Year Premiums	2022-2023 Premiums	Significant Differences	Premium Changes
<b>Casualty Package</b>					
General Liability	See below: \$3.75M occurrence/\$4.5 M aggregate	\$598,258.00	\$659,619.00	10% increase; Risk Management funds of \$5K available for your use.	\$61,361.00
Wrongful Acts Liability	\$4M occurrence/\$4M aggregate	Included	Included	Defense costs outside the limit are capped at \$2M.	
Sexual Abuse Coverage	\$2M occurrence/\$2M aggregate	Included	Included		
Automobile Liability	\$3.75M per occurrence	Included	Included		
Violent Assailant Coverage	\$1M occurrence/\$1M aggregate	Lloyds \$15,727.50	Lloyds \$26,212.50	Values Increased	\$10,485.00
Terrorism Package	\$25,000,000 Liability; \$50,000,000 Property	\$20,802.24	\$26,212.50	Values increased	\$5,410.26
Disaster Management	\$1,000,000 per Insured Event/\$2,000,000 aggregate	\$18,348.75	\$19,764.23		\$1,415.48
Cyber Liability	\$2,000,000 Each Claim/Event	\$62,365.83	\$133,592.53	Increased SIR \$500K	\$71,226.70
<b>Total Casualty</b>		<b>\$715,502.32</b>	<b>\$865,400.76</b>		<b>\$149,898.44</b>
<b>Property</b>					
Values increased from \$862,855,044 to \$1,181,237,748	\$40M Limit for risks of direct physical loss or damage including Named Windstorm, \$10M Flood, Earth Movement, Sprinkler leakage, Storm Surge included exclusions per policy forms and specified in the quote. - \$85M Excess of \$40M Limit all other perils except Named Windstorm. - \$5M Mold Coverages -AOP Deductible-\$100,000 - 5% Named Storm/\$250,000 Wind/Unit Deductible	\$2,293,659.81	\$3,340,866.36	Property values increased \$318M, (37%) rate increased 6%	\$1,047,206.55
Boiler Machinery	\$250,000,000	\$33,152.00	\$48,151.00	Values increased \$317M, Added Electronic Vandalism Exclusion	\$14,999.00
<b>Total Property</b>		<b>\$2,326,811.81</b>	<b>\$3,389,017.36</b>		<b>\$1,062,205.55</b>
<b>Workers Compensation</b>	Statutory/\$1,000,000 Employers Liability	\$260,145.00	\$279,146.00	Option to increase SIR to \$750K \$253,385.00 (Current \$500K with \$200K Annual Aggregate)*2 year deal offers	\$19,001.00
AJC Fee		\$187,000.00	\$187,000.00		\$0
<b>Total All Lines</b>		<b>\$3,489,459.13</b>	<b>\$4,720,564.12</b>		<b>\$1,231,104.99</b>

**Staff Recommendations:**

- Approve property and casualty coverages for 2022-2023 – consider additional Named Windstorm limits: \$5M xs of \$40M for total \$45M - \$170,100.00 and \$50M - \$323,987.00 estimated.
- Cyber requirements prior to binding: Multifactor Authentication (MFA) required across environment. Completion of Zurich Supplemental application and receipt of incident response plan for ransomware. Premium shown is not to exceed number.
- Reject uninsured/underinsured motorist coverage for 2022-2023
- Give Superintendent or his designee permission to sign all renewal related contracts.

RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2022 tax roll on all property subject to taxation by the Calcasieu Parish School Board:

	<u>Millage Key #</u>	<u>2022 Millages</u>
<b><u>General Fund (Parishwide)</u></b>		
Constitutional Tax (Total 5.06 Mills)	1028 085	5.06 Mills
Special School Maintenance & Operations Taxes (Total 11.94 Mills)		
Maintenance #1	1028 086	8.64 Mills
Maintenance #2	1028 087	3.30 Mills
<b><u>Bond Sinking Funds</u></b>		
<u>School District No. 21 (DeQuincy - Total 15.90 Mills)</u>		
Bond	1028 088	15.90 Mills
<u>School District No. 23 (Westlake/Maplewood - Total 7.55 Mills)</u>		
Bond	1028 092	1.06 Mills
Bond	1028 145	2.42 Mills
Bond	1028 168	4.07 Mills
<u>School District No. 24 (Starks - Total 7.25 Mills)</u>		
Bond	1028 148	7.25 Mills
<u>School District No. 25 (Iowa/LeBleu - Total 16.20 Mills)</u>		
Bond	1028 149	16.20 Mills
<u>School District No. 26 (Vinton - Total 13.20 Mills)</u>		
Bond	1028 098	3.98 Mills
Bond	1028 151	9.22 Mills
<u>School District No. 28 (Bell City - Total 7.05 Mills)</u>		
Bond	1028 142	7.05 Mills
<u>School District No. 30 (Sulphur - Total 6.20 Mills)</u>		
Bond	1028 144	4.71 Mills
Bond	1028 153	0.54 Mills
Bond	1028 152	0.95 Mills
<u>School District No. 31 (North Lake Charles - Total 21.30 Mills)</u>		
Bond	1028 062	21.30 Mills
<u>School District No. 33 (Southeast Lake Charles - Total 6.80 Mills)</u>		
Bond	1028 129	6.80 Mills
<u>School District No. 34 (Southwest Lake Charles - Total 2.90 Mills)</u>		
Bond	1028 130	2.75 Mills
Bond	1028 131	0.15 Mills
<b><u>Renewable Taxes</u></b>		
<u>School District No. 28 (Bell City - Total 9.58 Mills)</u>		
Maintenance	1028 128	9.58 Mills

*Building Foundations for the Future*



BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Calcasieu, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2022, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS:  
NAYS:  
ABSTAINED:  
ABSENT:

#### CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on July 12th, 2022, at which meeting a quorum was present and voting.

Lake Charles, Louisiana, this \_\_\_ day of July, 2022.

---

Shannon Lafargue, Secretary  
Calcasieu Parish School Board

*Building Foundations for the Future*



# ELA HIGH SCHOOL CURRICULUM MATERIALS



## ELA PROPOSAL

- For **English IV**, staff recommends a continued use of the **current curriculum** and focus on **ACT preparation**. In addition, teachers would work on **college writing** with the text *Transition to College Writing*.
- Staff recommends to accept the committee's recommendation for the adoption of College Board's Springboard curriculum and three ancillary grammar texts for **English I, English II, and English III** courses. The courses would also have a continued focus on building skills toward achievement on the **ACT and formal writing** with the use of three ancillary grammar texts: *Maximum Impact*, *Grammar for Writing*, and *The Big Blue Book of Grammar*.

## COMMITTEE PROCESS

The High School ELA Instructional Materials committee met to consider the adoption of curriculum materials for English courses. Springboard materials and four ancillary grammar books were reviewed. The committee is comprised of teachers, parents, special education staff, and administrators from each of the 12 high schools in the parish. A copy of the materials and ancillaries was placed on display at the School Board office for public comment. These were the only materials reviewed due to a limited number of suitable options. Each member of the committee received a copy of each book, teacher manual, and ancillaries for every grade level. They were given copies of the CPSB and the Louisiana Department of Education guidelines for instructional material adoption. In January members attended a presentation by Springboard publishers. Questions and comments were compiled. Committee members voted in March by filling out a rubric. Ten members filled out rubrics to recommend the adoption of the materials. No members voted to deny.

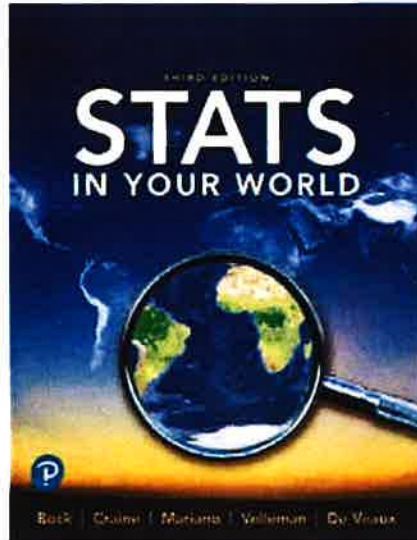


## COMMITTEE MEMBERS

Liz Domingue: Committee Chair  
 Ange Avery: Teacher Vinton  
 Sparkle Broussard: Parent Washington-Marion  
 Mary Chapman: Parent Iowa  
 Meghan Lebert: Teacher Sam Houston  
 Tammy Leblanc: Teacher Barbe  
 Kelly McMahon: Special Education  
 Jami Natali: Parent Bell City  
 Jessica Reeves: Parent Westlake  
 Hollie Sanders: Curriculum Coordinator DeQuincy  
 Brandi Trahan: Parent Sulphur  
 Brent Washington: Assistant Principal LaGrange  
 Nina White: Teacher LaGrange  
 Kerry Wilkerson: Teacher Starks

# STATISTICAL REASONING INSTRUCTIONAL RESOURCE SELECTION PROCESS & RECOMMENDATION

9.E.



The High School Math Instructional Resource Review Committee, comprised of twelve members, began a selection process on January 26, 2022. We concluded with the selection of the above pictured resource by a unanimous vote on March 3, 2022. The process was documented in a shared OneNote. We met both virtually and face-to-face during the review process all while focusing on shared discussion, consideration of the evaluation rubric, presentations from our publishing entities and public feedback (there was no public feedback on any of the contending resources).

Each committee members received their own set of review materials including demo access to the digital component of each resource. Considering a total of three resources, *Stats in your World* was set apart by the integration of real-world adaptations throughout its context. This recommended resource will serve our newly added high school math course offering, *Statistical Reasoning*. This course will allow students two new unique STEM pathway credential options and will be a part of the Virtual Instruction Program (*VIP*). The offering of *Statistical Reasoning* will also allow all students open access to an introductory statistics course without the weight of any dual enrollment criteria.

## Committee Members

Catherine Bell (Teacher), Crystal Bowie (Parent), Mariscott Conrad (Parent), Kristi Doucet (Parent), Bryan Fralick (Administrator), Katie Gillis (Parent), Keith Guidry (Teacher), Samantha Jacobson (Teacher), Angela Kenney (Teacher), Julie McCardle (Curriculum Coordinator), Sadie Newell (Teacher), Dina Pierson (Teacher)

Facilitator: Shavela Harvey, HS Math Consultant



Head Start Policy Number: COV-1.0	Effective Date: 7/1/2022	Page 1 of 3
HS Program Director Approval Date:	Policy Council Approval Date:	
Relates to HSPS #: 1302.47 Safety Practices (b)(5)		

SUBJECT: Vaccination and Safety Requirements for Head Start Staff

PERFORMANCE OBJECTIVE:

Vaccination is one essential component necessary to return to full comprehensive Head Start services and is required by the United States Department of Health and Human Services, Office of Head Start, and in Head Start Performance Standards.

POLICY:

By August 1, 2022, all staff, volunteers and those contractors whose activities involve contact with or providing direct services to Head Start children and families must be fully vaccinated for COVID-19, other than those

- (1) For whom a vaccine is medically contraindicated; or
- (2) For whom medical necessity requires a delay in vaccination; or
- (3) Who are legally entitled to an accommodation with regard to COVID-19 vaccination requirements based upon an applicable federal law, such as sincerely held religious beliefs, observances, or practices which conflicts with the vaccination requirement.

The Office of Head Start has advised that no exemption should be provided to any employee for whom exemption is not legally required, or who requests and exemption solely to evade vaccination.

The processes for providing proof of vaccination or seeking an accommodation are explained below. For purposes of this policy, per the CDC, an employee is considered fully vaccinated two weeks after receiving the second dose of a two-dose vaccine (i.e., Pfizer/BioNTech or Moderna) or one dose of a single-dose vaccination (i.e. Johnson &



Johnson/Janssen vaccine). Should the CDC change any of its definitions, Calcasieu Parish Head Start may opt to modify this policy to reflect those updates.

The intent of this policy is to comply fully with applicable federal, state, and local laws and guidance. To the extent the Superintendent of schools for the Calcasieu Parish School Board deems it necessary for the Head Start Program to comply with governmental and safety mandates, the Superintendent is authorized to revise this policy regarding vaccination and safety requirements or for the purpose of maintaining safety of Head Start employees and students when schools are open during a health emergency. The Superintendent is further authorized to make required submissions to governmental authorities with respect thereto.

If an employee does not provide proof of vaccination or obtain approval for an accommodation, the employee will be required to confer with staff and explain the reasons for the employee's failure to comply with this requirement. Thereafter, unless the employee is entitled to an accommodation, his/her employment with the Calcasieu Parish Head Start Program will be terminated.

PROCESS:

Proof of vaccination and related data (e.g. photo of vaccination card) will be collected electronically through a secure online platform. This information will be treated confidentially, and vaccination status will only be shared on a need-to-know basis. Medical information should not be sent with proof of vaccination.

All prospective, newly hired, and/or onboarding employees must, unless otherwise exempted under this policy because of an approved accommodation, provide proof of COVID-19 vaccination, in full, prior to commencement of their work in the Calcasieu Parish School Board Head Start Program.

REQUEST FOR EXEMPTION:

Exemptions from this policy will also be considered for accommodation when required by law. Calcasieu Parish Head Start is committed to protecting the rights of those experiencing disabilities and temporary or medical conditions for whom vaccination may be unsafe. Any employee who has a disability or medical conditions that prevents them from being safely vaccinated should contact the Administrative Director of Early Childhood via email to request a reasonable accommodation.

*Building Foundations for the Future*



Exemptions from this policy will also be considered for accommodation when an employee, volunteer, or contractor has a sincerely held religious belief, observance, or practice established under Title VII of the Civil Rights Act of 1964 or the Americans With Disabilities Act which conflicts with the vaccination requirement.

Receipt of an accommodation request does not automatically excuse an employee from the requirements of this Policy. Rather, consistent with federal and state laws, Calcasieu Parish Head Start will consider accommodation requests on a case-by-case basis and will engage in further dialogue with an employee, and any physicians and/or medical providers as permitted under law. Should Calcasieu Parish Head Start determine that the criteria for a religious, medical, or disability accommodation poses an undue hardship or direct threat to the health or safety of others in the workplace and/or to the employee, Calcasieu Parish Head Start reserves the right to deny the exemption request.

When granting an accommodation, Calcasieu Parish Head Start requires employees who have not been fully vaccinated to follow additional and/or alternative safety protocols, which include testing, masking, and physical distancing during presence in Calcasieu Parish School Board Head Start offices, or during interaction with others while in the performance of Head Start duties.

#### ON-GOING MITIGATION MEASURES

Vaccination is only one-step in ensuring the safety and well-being of employees and the children and families with whom we work. Calcasieu Parish Head Start employees must continue to follow office-specific COVID-19 risk mitigation measures based on applicable Office of Head Start requirements and/or guidance:

- Wearing a mask
- Following physical distancing guidelines
- Avoiding crowding in common spaces, conference rooms, and workstation spaces
- Washing hands frequently
- Sanitizing your workspace

Calcasieu Parish Head Start will continue to monitor health guidance and applicable state and local regulations and modify these measures as needed.

*Building Foundations for the Future*





## Memorandum

Date: July 12, 2022  
To: CPSB  
From: Kim Leblanc  
Re: Request Bids for E-Rate Yr. 26 (23-24)

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Technology Department is requesting permission to bid E-rate services and equipment for the 2023-2024 fiscal year.

# 11. A-B

**TO:** WILFRED BOURNE  
PEGGY CARLILE  
SHANNON LAFARGUE  
ROBERT BARRENTINE  
DENNIS BENT

**FROM:** Tony Motamedi, PURCHASING SUPERVISOR

**RE:** BIDS FOR JULY 2022

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**PERMISSION TO ADVERTISE: N/A**

**July Bid Report:**

**A) Bulk Oil- BID#2023-21, General Fund, Bids will open 07/11/2022**

**B) New Wrecker- Re-BID# 2023-311, ESSER Fund, Bids will open  
07/11/2022**

**Bid results will be reported after July 11<sup>th</sup> Public Bid Opening.**

**Bid Recommendation: N/A**

# BID REPORT

# 11.C.

The Committee to receive bids met on the date herein indicated and reviewed bids on the following project.

DATE: 6-Jul-22

DESCRIPTION:

Bell City High School Gymnasium - Second Story Addition

FUNDS: Bell City Maintenance Funds

BID NUMBER: 2022-09PC

DESIGNER: Moss Architect, LLC

CONTRACTOR	BASE BID	ALT. # 1
Alfred Palma LLC	No Bid	
Dunhill Development & Construction	\$2,695,000.00	\$97,000.00
Construction of SWLA, LLC	\$2,237,000.00	\$194,000.00
Keiland Construction LLC	No bid	
K & J Development of SWLA LLC	\$2,842,000.00	\$179,000.00
Seth Priola Construction LLC	No Bid	
Garden City Construction Co. Inc.	\$3,183,000.00	\$78,000.00

The Committee recommends award of the contract to: Construction Services of SWLA, LLC

BASE BID PLUS ALTERNATE #1 IN THE AMOUNT OF:

Two Million Four Hundred Thirty - One Thousand Dollars and no/100

as the lowest qualified bidder meeting specifications.

DESCRIPTION OF ALTERNATE:

Provide 15" diameter but 10' tall fire water storage tank as specified along with all associated foundation and installation

CHANGE ORDER

PROJECT NAME: Phase 3 Improvements
R. D. Molo Middle School
2017 Bond Issue Improvements
PROJECT NUMBER: 2021-09 Bid No. 2022-02PC
CONTRACTOR: K & J Development of SWLA, LLC

CHANGE ORDER No. 1
DATE: 6/27/2022

TO: Calcasieu Parish School Board

You are directed to make the following change(s) in this contract. Attach SUMMARY and BREAKDOWN forms as required and give a brief description of the change(s) below.

Increase calendar days. Refer to CO #1 Itemization attached.

The Original Contract Sum \$1,930,000.00
Total Changes by Previous Change Order(s)
Current Contract Sum \$1,930,000.00
Contract Sum will be increased by this Change Order \$14,291.00
New Contract Sum \$1,944,291.00

The Original Contract Completion Date and Contract Time Date: 6/30/2022 272 DAYS
Total Time extended by Previous Change Order(s) DAYS
Contract Time will be increased by this Change Order 119 DAYS
New Contract Completion Date & Revised Contract Time Date: 10/28/2022 391 DAYS

Added Building Area (Sq. Ft.)

NOTE: No additional increase in time or money will be considered for a Change Order item after it has been executed.

RECOMMENDED
Ellender Architects & Associates, LLC
1521 Cypress St., Sulphur, LA 70663
Address:
ellenderllc@outlook.com
Email Address:
By: Scott Manino
6/28/2022
Date:

ACCEPTED
K&J Development of SWLA, LLC
P O Box 12489, Lake Charles, LA 70615
Address:
Email Address:
By:
6/28/22
Date:

APPROVED
Calcasieu Parish School Board
P.O. Box 800, Lake Charles, LA 70602
Address:
Email Address:
By:
Date:

# ELLENDER Architects & Associates, LLC



## PHASE 3 IMPROVEMENTS CLASSROOM ADDITION TO EXISTING POD

### 2017 BOND ISSUE IMPROVEMENTS

#### R.D. MOLO MIDDLE SCHOOL

Change Order #1 - Itemization  
June 27, 2022



#### Item #1 – UNDERGROUND DRAINAGE PIPING

To provide and install underground drainage piping from an existing catch basin to an outfall concrete slab located at the retention swale.

ADD .....\$14,291.00

TOTAL AMOUNT THIS CHANGE ORDER #1:.....ADD \$14,291.00

#### Contract Time Extension, Increase Calendar Days

Add a total of **119** calendar days due to the following circumstances:

- Delays caused by product and material availability.

NAME	POSITION	LOCATION	DATES	ADDITIONAL INFO
<b>RESIGNATION</b>				
Armentor, Lacey	Teacher	St John	5/27/2022	Personal Reason
Arville, Danielle	Para	St John	5/27/2022	Spouse transferred
Bex, Laura	Teacher	Henry Heights	5/27/2022	Accepted teaching job outside La
Breaux, Thelma	Custodian	Sulphur	6/24/2022	Personal Reason
Breaux, Tina	Custodian	Sulphur	7/1/2022	Personal Reason
Brown, Phillip	Teacher	Sulphur	6/23/2022	Accepted teaching job within La
Carter, Candyce	Teacher	Barbe High	7/29/2022	Accepted teaching job outside La
Coburn, Caitlin	Teacher	Henry Heights	5/27/2022	Accepted teaching job outside La
Dewey, Jacqueline	Para	Fairview	5/30/2022	Accepted teaching job within La
Dugar, Cory	Teacher	LaGrange	5/27/2022	Accepted teaching job outside La
Dupont, Cassie	Clerk C	CTE	6/30/2022	Accepted job outside of education
Dupont, Taylor	Teacher	Iowa	5/27/2022	Accepted job outside of education
Eastman, Christine	Teacher	LCBA	5/31/2022	Accepted teaching job within La
Frias-Delgado, Antonio	Teacher	Oak Park Elementary	5/27/2022	Accepted teaching job outside La
Gatoux, Veronique	Teacher	Henry Heights	5/27/2022	Personal Reason
Guidry, Angela	Teacher	Vinton High	5/27/2022	Accepted non-teaching position w/ CPSB
Guillory, McKinley	Custodian	SPED Early Childhood	5/31/2022	Personal Reason
Hawkins, Kendra	Clerk C	SPED	7/15/2022	Personal Reason
Jenkins, Elizabeth	Teacher	J J Johnson	5/27/2022	Accepted teaching job within La
Lanier, Kaylee	Teacher	Bell City	5/27/2022	Accepted job outside of education

Leger, Stephanie	Teacher	E K Key	5/27/2022	Personal Reason
Leonardon-Lapervenche Catherine	Teacher	Henry Heights	5/27/2022	Accepted teaching job outside La
Million, Alan	Teacher	Sulphur 9th	6/20/2022	Personal Reason
Nash, Neicole	Nurse	Nursing	5/27/2022	Accepted job outside of education
Pickering, Jade	Teacher	DeQuincy Primary	5/27/2022	Personal Reason
Pleasant, Gretchen	Teacher	DeQuincy Primary	5/27/2022	Accepted teaching job outside La
Pourciau, Amy	School Counselor	R W Vincent	5/30/2022	Accepted teaching job within La
Rountree, Mary	Teacher	Sulphur	5/27/2022	Personal Reason
Shepherd, Kristen	Teacher	Henry Heights	5/27/2022	Spouse transferred
Sutton, Mark	Estimator	Maintenance	6/23/2022	Personal Reason
Tharp, Jason	Teacher	Vinton High	6/24/2022	Accepted teaching job outside La
Young, Addie	Teacher	Brentwood	5/27/2022	Personal Reason

## RETIREMENT

Brown, Jomain	Bus Aide	Oak Park Elementary	12/19/2022	
Edmiston, Leslye	Teacher	S J Welsh	6/22/2022	
Freeman, Linton	Mechanic	Transportation	12/19/2022	
Holder, Jason	Teacher	SPED	12/19/2022	
Moreaux, Linda	Para	St John	5/27/2022	
Morrison, Debra	Teacher	Frasch	5/27/2022	
Schooler, Patricia	CEIS	SPED	7/30/2022	
Washington, Betty	Administrative Director	Special Service	7/18/2022	
Yorks, Melvin	Teacher	Maplewood Elem	8/5/2022	

**RETIRE-REHIRE TERM**

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**MATERNITY LEAVE**

Due Date:

Amiot, Erin	Teacher	St John	8/12/2022 to 10/31/2022	8/12/2022
Castille, Elizabeth	Teacher	Sam Houston	8/25/2022 to 10/21/2022	8/25/2022
Hardy, Renee	Teacher	J I Watson	9/19/2022 to 11/28/2022	9/29/2022

**WAIVE ACT 715**

Aymond, Joelle	Teacher	Henry Heights	5/27/2022	

**EXITING/DROP  
RETIREMENT**

Guillory, Lisa	Teacher	Iowa	5/27/2022	
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**PROFESSIONAL SABBATICAL**

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**MEDICAL SABBATICAL**

Crick, Kathleen	Teacher	Sulphur	8/5/2022 to 5/26/2023	
Hutchinson, Katie	Teacher	Homebound	8/5/2022 to 1/5/2023	
Perry, Robin	Teacher	Sam Houston	8/5/2022 to 1/5/2023	
Terro, Denise	Teacher	W W Lewis	8/5/2022 to 5/26/2023	

**LEAVE WITHOUT PAY**

Sutherland, Donna	Teacher	W W Lewis	8/5/2022 to 5/26/2023	
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APPROVED 6/30/2022

