

**AGENDA**  
**CALCASIEU PARISH SCHOOL BOARD**  
**3310 BROAD STREET**  
**LAKE CHARLES, LOUISIANA**  
**Tuesday, December 10, 2019**

1. **Prayer** – Ron Hayes
2. **Pledge of Allegiance** – Molly Neyland/DeQuincy High School
3. **Roll Call**
4. **Approval of Minutes/Take Appropriate Action**
  - A. November 12, 2019
  - B. Proces Verbal Resolution for election results/Sales Tax District 3
5. **Presentations**
  - A. Jamey Rasberry, Director of LCMH Sports Medicine
6. **Superintendent's Report**
7. **Executive Session**
  - A. Auto Liability Claim # CLAS11400B1/Attorney Kyle Beasley
  - B. Auto Liability Claim # CLAS11478C1/Attorney Kyle Beasley
  - C. Take action on Auto Liability Claim #CLAS11400B1 (Regular Session)
  - D. Take action on Auto Liability Claim #CLAS11478C1 (Regular Session)
8. **Committee Reports**
  - A. Employee Benefits/November 21, 2019/Ron Hayes, *Chair*
9. **Innovation Projects/Special Feature**
  - A. Overcoming adversity; Jameyin Smith story
  - B. Bring Your Own Device (BYOD) Plans for pilot schools
10. **Take Appropriate Action**

- A. Election of CPSB Officers for 2020
- B. Approval of CPSB/BeauCare Head Start grant award
- C. Approval of 2018-2019 Head Start Annual Report
- D. Approval of revision to Student Fees, Fines and Charges Policy
- E. Approval of Right of Way agreement with Entergy/Barbe High School
- F. Approval of Right of Way agreement with City of Lake Charles/Chennault
- G. Approval of Extension Academy Application

**11. Permission to Advertise**

- A. Cafeteria Steam Tables/Food Services Department/Iowa High School, T.S. Cooley Elementary School

**12. Bid Reports**

- A. Re-roofing Western Heights Elementary School/District 23 Bond Funds

**13. Correspondence**

A. Change Order Number Twenty (20) for the Project, “Classroom Pods-Phase 10,” Riverboat Fund; Champeaux, Evans, Hotard, APACD, Architect; Miller & Associates Dev. Company, Inc., Contractor; *Increase* of \$31,414.00 and *Increase* of thirty (30) days.

B. Change Order Number Two (2) for the Project, “Brenda Hunter Head Start Phase 2,” District 31 Bond Funds; Moss Architects, Inc., Architect; Keiland Construction, LLC; *Increase* of \$33,120.62 and *Increase* of thirteen (13) days.

C. Change Order Number Two (2) for the Project, “Combre-Fondel Elementary, Phase 2,” District 31 Bond Funds; Moss Architects, Inc.; John D. Myers & Associates, Contractor; Increase of \$5,157.00 and Increase of sixty-eight (68) days.

D. Change Order Number Two (2) for the Project, “Pearl Watson Elementary Phase 2,” Griggs Mitchell & Associates, LLC, Designer; Pat Williams Construction, LLC, Contractor; Increase of forty-five (45) days.

E. Recommendation of Acceptance for the Project, “Classroom Pods – Phase 10/Riverboat Funds

**14. Condolences/Recognitions**

**15. Schedule Committees**

January 28, 2020..... Budget Committee

**16. Adjourn Meeting**

**DATE, TIME, PLACE OF MEETING**

The Calcasieu Parish School Board meeting was held in the Board Room of the Calcasieu Parish School Board, located at 3310 Broad Street, Lake Charles, Louisiana, 70615, on Tuesday, November 12, 2019, at 5:00 p.m.

The meeting was called to order by Damon Hardesty, President. The prayer was led by Aaron Natali and the Pledge of Allegiance were led by Zain Sabir, a student at Barbe High School.

**ROLL CALL**

The roll was called by Superintendent Bruchhaus and the following members were present: Russell Castille, Bliss Bujard, Glenda Gay, John Duhon, Aaron Natali, Billy Breaux, Ron Hayes, Alvin Smith, Fred Hardy, Annette Ballard, Mack Dellafosse, Damon Hardesty, Dean Roberts, Eric Tarver, and Desmond Wallace.

Mr. Hardesty announced that Items 7 and 11.B. would be removed from this agenda and discussed at a later meeting.

**APPROVAL OF MINUTES/TAKE APPROPRIATE ACTION**

A. On a motion to approve by Mr. Dellafosse and a second by Mr. Tarver the Minutes of the CPSB Meeting of October 8, 2019, were approved on a unanimous vote.

Attorney Jay Delafield presented the following:

**B. Resolution for District 30 Issuance, Sale, Delivery of \$10,250,000 General Obligation Bonds**

On a motion to approve by Mr. Hardy and a second by Mr. Tarver, the motion carried on a unanimous vote. This item is available for viewing at the end of this document archived at 3310 Broad Street. This Resolution was posted in the Legals of the Lake Charles American Press on November 22, 2019.

**C. Resolution for District 33 Issuance, Sale, Delivery of General Obligation Bonds**

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardy, the motion carried on a unanimous vote. This item is available for viewing at the end of this document archived at 3310

Broad Street. This Resolution was posted in the Legals of the Lake Charles American Press on November 23, 2019.

## **PRESENTATIONS**

A. Presentation of Certificates of Excellence to AP Scholars/Karen Williams and Nicole Fontenot/CPSB Advanced Studies

**AP Seminar and Research Certificate** – Granted to students who earn scores of 3 or higher in both AP Seminar and AP Research.

### **Barbe**

- Jillian A. Bech

**AP Capstone Diploma** – Granted to students who earn scores of 3 or higher in AP Seminar and AP Research and on four additional AP Exams of their choosing.

### **Barbe**

- Tatum N. Comeaux
- Virginia G. Laney
- Juliette M. Lemoine
- Umar M. Shaikh
- Kana M. Webb

**National AP Scholar:** Granted to students who receive an average score of at least 4 on all AP Exams taken, **and** scores of 4 or higher on eight or more of these exams.

### **Barbe**

- David P. Duhon
- Juliette M. Lemoine
- Kana M. Webb
- Bethany A. Williams

### **Sulphur**

- Emily L. Fitkin
- Jordan S. Savoie
- David A. Spicer

**AP Scholar with Honor:** Granted to students who receive an average score of at least 3.25 on all AP Exams taken, and scores of 3 or higher on four or more of these exams.

**Barbe**

- Thomas H. Bell
- Zachary J. Bordelon
- Rachel C. Guilbeau
- Ariel M. Harrington
- Andrea L. Huber
- Emily A. Langley
- Gabrielle R. Marceaux
- Evan J. Marque
- Braden K. Miles
- Jacob N. Rimlinger
- Travis G. Sharpe
- Kyla B. Sonnier
- Trent J. Waterman

**SAM HOUSTON**

- Eli T. Doyle
- Isabella F. Smith
- Kaylee N. Wright
- Hannah D. Zimmerman

**SULPHUR**

- Cara T. Dean
- Joseph B. Granich
- Kyli E. Gremillion
- Kaleb M. Latta
- Landon B. Sargent
- Kate L. Turner
- Thomas L. Tyree
- Abby D. Wyatt

**Vinton**

- Zane W. McCaughey

**Westlake**

- Jillian B. Elliott

**AP Scholars** -- Granted to students who receive scores of 3 or higher on three or more AP Exams.

**Barbe**

- Kennedy N. Anderson
- Jillian A. Bech
- Callie A. Blackledge
- Aubrey D. Caldwell
- Jeffrey S. Chatagnier
- Sydney M. Clark
- William R. Condos
- Alison E. Cox
- Gavin M. Cox
- Isabella J. Daniels
- Preston C. Debetaz
- Austin L. Dellafosse
- Blake A. Fagan
- Caimen B. George
- Serena M. Greenlee
- Sophia R. Haddon
- Aya F. Hijazi
- Kayla M. Kusters
- Virginia G. Laney
- Micah A. Le-Masakela
- John Liu
- Aidan P. Mahoney
- Emily E. Martin
- Senee V. Mays
- Dillian S. Mickel
- Alec B. Ortego
- Santana L. Pinkley
- Timothy J. Richard-Jackson
- David A. Ritchie
- Maddison L. Shaw
- Cole W. Smith
- Brittany E. White

**LaGrange**

- Isabella M. Thomas

**Sam Houston**

- Matthew J. Foreman
- William C. Hebert
- Michael A. LeJeune
- Benjamin H. Martin

**Sulphur**

- Cameron P. Bertrand
- Alexis D. Bostick
- Caden R. Burgett
- Grant H. Dugas
- Emily F. Dunbar
- Kolby L. Gary
- Brooks P. Giardina
- Erin J. Hidalgo
- Katelyn B. Kohlenberg
- Lauren J. LeBlanc
- Claire N. McMillen
- Elizabeth A. Moss
- Sydney K. O'Blanc
- Brennan S. Peloquin
- Abbigail J. Perkins
- Emily A. Petross
- Bryce A. Polak
- Daniel T. Rodriguez
- Trinity F. Trahan
- Jackson P. Viator

**Vinton**

- Amy M. Clark

**AP Scholar with Distinction:** Granted to students who receive an average score of at least 3.5 on all AP Exams taken, **and** scores of 3 or higher on five or more of these exams

### **Barbe**

- Zeke E. Abshire
- Ali M. Ali
- Colby D. Blank
- Isaac J. Broussard
- Kelsey E. Broussard
- Kevin J. Cagnolatti
- Grant L. Caldwell
- Chloe L. Camel
- Tatum N. Comeaux
- Gabriella M. Demourelle
- Truman H. Devilbiss
- David P. Duhon
- Alana M. Fournet
- Naivaidya Garg
- Helene S. Girard
- Alyson K. Goree
- John F. Griswold
- Josi B. Guidry
- Brendan E. Guillory
- Joseph A. Hughes
- Bronson P. Jordan
- Hafsah T. Khan
- Christi Kruger
- Juliette M. Lemoine
- Kevyn J. Malveaux
- Philip T. Melton
- Haya Naveed
- Gabriella R. Ryder
- Umar M. Shaikh
- Dhruv Sharma
- Nicholas J. St Mary
- Griffin C. Turner
- Kana M. Webb
- Bethany A. Williams

### **Sam Houston**

- Clifton L. Breaux
- Holly M. Comeaux
- Kylian T. Hagerich
- Carina P. Veillon

### **Sulphur High**

- Megan P. Alexander
- Connor T. Dean
- Emily L. Fitkin
- Colleen G. Fontenot
- Katherine E. Marker
- Sarah E. Medwick
- Stephen C. Mesuch
- William R. Midkiff
- Olivia D. Reeves
- Neshia S. Rubin
- Jordan S. Savoie
- Kendall M. Soileau
- David A. Spicer
- Hailey L. Stroderd
- Kaleb J. Taylor

### **Westlake**

- Mason P. Dronet

## **SUPERINTENDENT'S REPORT**

Mr. Bruchhaus gave the following report:

1. All Board Members have received the October, 2019, Head Start Report.

### **Program Governance**

- Policy Council members attended the October 8<sup>th</sup> School Board meeting. The Superintendent introduced each member to the Governing Body.

### **Program Operations**

- The 2<sup>nd</sup> Annual Head Start Community Health Fair was held at J.D. Clifton Head Start. Over 600 students and 150 parents participated in this event. 25+ community resources were represented such as SWLA Health Center, Healthy Blue, and Louisiana Healthcare Connection.
- Staff presented at the Louisiana Early Childhood Association (LAECA) Conference in Alexandria.
- Developmental, health and safety screenings have been completed for all sites.

2. All Board Members have received the October, 2019, School Population Report.

3. I would like to report our sales tax numbers for our general fund which show October, 2019, collections at \$1,206,962 or 8.3% below budget for the 4<sup>th</sup> month of the 2019-2020 school year.

- Collections are \$1,206,962 or 8.3% below collections for the same month last year.
- Collections after four months of 2019-2020 are \$3,039,163 or 5.3% below budget and \$3,186,630 or 5.5% below the same period last year.

4. Please see that you have each been given a questionnaire from our external auditors. They are asking you to complete that this evening and turn in to us before you leave.

5. We have provided you the report for 2019-2020 showing the number of teachers at each school with the levels of certification. 89% of our teachers across the parish currently have a teaching certificate with another 6.4% enrolled in an official teacher certification program.

6. There is also a copy of our accountability summary for 2018-2019 at your seat. While this was emailed to all of you last week, we wanted you to have an easily readable copy showing our

many areas of growth. The district as a whole grew another 2.2 points and was again categorized a “B” letter grade.

7. Microsoft Office 365 flyers were sent to the schools this week for student distribution. Each employee and student received 5 free copies of the product under the licensing agreement signed by the district. We wanted to remind parents of this availability as they purchase new computers during the holiday season, that they won’t need to purchase this application.

**INNOVATION PRESENTATION**

A. Mr. Bruchhaus presented the Digital Citizenship video – Video Contest Winner/Washington-Marion High School

**TAKE APPROPRIATE ACTION**

Mr. Hardesty read the following:

A. Approval of Resolution Approving One-Time Sales Tax Supplement for Active Employees

**RESOLUTION**

WHEREAS, the Calcasieu Parish School Board has specific sales taxes dedicated to employee salaries and benefits,

AND WHEREAS, it is the desire of the Calcasieu Parish School Board to use the excess sales taxes dedicated and accumulated in the General Fund to provide a salary supplement to active employees of the Calcasieu Parish School Board for services rendered in the fiscal year 2019-2020 and is to be paid on the November 22, 2019, regularly scheduled pay date,

AND WHEREAS, an employee is defined as an individual actively working full-time or part-time in their respective position and employed by the Calcasieu Parish School Board on November 8, 2019, (excludes board members and substitute labor),

AND WHEREAS, this supplement is being provided conditioned on employees completing their respective scheduled days to be worked for the 2019-2020 fiscal year and any employee not fulfilling this requirement is subject to having the supplement prorated by the Superintendent and surrendering any portion not earned,

THEREFORE BE IT RESOLVED, that all employees based on the teachers' salary schedule shall be paid a gross supplement of \$3,000 and all other personnel shall be paid a gross supplement of \$2,100 with one-half of the appropriate supplement paid to employees that work part-time less than 4 hours, and that any exceptions to the preceding definitions and rules will be resolved by the Superintendent and that said supplement is to be paid on the November 22, 2019, regularly scheduled pay date,

Addressing the Board on a blue card:

Teri Johnson, CFT

Vicky Johnston, CAE

Anna Moak

Donnie Fuselier

Mr. Duhon offered a motion to approve, with a second by Mr. Dellafosse. Mr. Duhon amended the motion, with a second by Mr. Hayes, to change the amounts to \$3,500 for those on the teachers' salary schedule and \$2,450 for other full-time personnel. There was much discussion. Mr. Dellafosse amended that motion, with a second by Mr. Bujard to leave \$20 million in the sales tax reserves and spend the rest, changing the amounts to \$4,550 and \$3,185. After much more discussion, Mr. Hayes called the question to cease discussion, with a second by Mr. Tarver and passed on a unanimous vote. Mr. Hardesty asked that it be on the record that next year we will still leave no less than \$20 million in reserves and if there is nothing left, there will be no supplement.

On a vote for the amendment changing amounts to a \$4,550 supplement for those on the teachers' salary schedule and \$3,185 for all other full-time personnel, the motion carried on a roll call vote:

Against: Mrs. Ballard, Mr. Breaux, Mr. Duhon

For: Mr. Castille, Mr. Hayes, Mr. Smith, Mr. Hardy, Mr. Dellafosse, Mr. Hardesty, Mr. Roberts, Mr. Tarver, Mr. Wallace, Mrs. Gay, Mr. Bujard, Mr. Natali

The motion as amended to give \$4,550 to full time employees on the teachers' salary schedule and \$3,185 to all other full-time employees carried on a unanimous vote.

**B. Approval to authorize staff to negotiate purchase offer on property at 421 Ash and 480 Cypress, near Sulphur High School/Riverboat Funds**

Recently, staff contacted a realtor representing the owner of two adjoining properties located at 421 Ash Street (Tract 1) & 480 Cypress St. (Tract 2), south of Sulphur High School, in regards to the possibility of purchasing one or both of the properties. Tract 1 is 1.09 acres and Tract 2 is .45 acres. The properties are located across the street from campus and could be used for future expansion once cleared. Staff is requesting permission to negotiate and extend a purchase offer to

the owner, not to exceed appraisal value. Value range for Tract 1 is estimated at \$130,000 to \$170,000 and Tract 2 is estimated at \$100,000 to \$120,000. Property would be purchased with Riverboat Funds.

Staff recommendation: Authorize staff to negotiate and extend a purchase offer on one or both tracts to owner, not to exceed appraisal value, and if accepted, to initiate purchase proceedings and authorize president to sign all necessary documents.

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

**C. Approval of Cooperative Endeavor Agreement between CPSB and the Community Center and Playground District Number 1 of Ward 6**

**COOPERATIVE ENDEAVOR AGREEMENT BETWEEN  
THE CALCASIEU PARISH SCHOOL BOARD AND  
COMMUNITY CENTER AND PLAYGROUND  
DISTRICT NO. ONE OF WARD SIX**

**STATE OF LOUISIANA  
PARISH OF CALCASIEU**

THIS AGREEMENT is effective on the date set forth herein by and between COMMUNITY CENTER AND PLAYGROUND DISTRICT NO. ONE OF WARD SIX, hereafter sometimes referred to as the "DISTRICT", a political subdivision of the State of Louisiana, and the CALCASIEU PARISH SCHOOL BOARD, hereinafter sometimes referred to as "SCHOOL BOARD", also a political subdivision of the State of Louisiana, each of whom is represented by their respective agents named hereafter.

WHEREAS, Article VII, Section 14(C) of the Constitution of the State of Louisiana provides that "for a public purpose, the State and its political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual", and

WHEREAS, the DISTRICT is a political subdivision of the State of Louisiana and has a legal obligation to provide recreational activities for the benefits of its citizens, and

WHEREAS, the SCHOOL BOARD is a political subdivision of the State of Louisiana and is responsible for its public educational facilities and services for Calcasieu Parish, including its recreational facilities, and

WHEREAS, the SCHOOL BOARD is responsible for athletic fields maintained by DeQuincy High School which the DISTRICT desires to use for recreational activities, and

WHEREAS, the aforesaid facilities are maintained by the SCHOOL BOARD, and

WHEREAS, the DISTRICT wishes to contribute to the maintenance of athletic fields and facilities maintained by DeQuincy High School.

NOW, THEREFORE, the DISTRICT and the SCHOOL BOARD mutually agree to the following terms and conditions of this agreement:

**1. Scope of Agreement**

DeQuincy High School will allow the DISTRICT to host not more than twenty (20) games per year on athletic fields maintained by DeQuincy High School, including use of fields for multiple practices prior to said games, use of stadium lockers, press box, restrooms, and athletic field parking areas.

DeQuincy High School will furnish the supplies, equipment, and labor needed to prepare the fields for athletic contests of or sponsored by the DISTRICT.

The schedule of use of the aforesaid athletic fields and practice areas shall be subject to prior approval by the principal of DeQuincy High School.

The DISTRICT shall purchase and donate to the Calcasieu Parish School Board for use by DeQuincy High School an LS lawn tractor, MT1 Series, MT122 Sub Compact, three cylinder four-wheel drive, turf tires, front end loader, sixty inch mid-mount mower, at an approximate cost of \$15,228.00. After said donation DeQuincy High School shall be responsible for the maintenance and operation of the aforesaid lawn tractor.

**2. Term of Agreement**

The initial term of this agreement shall be ten (10) years from and after its effective date, \_\_\_\_\_, 2019. At the end of this term the agreement will automatically renew for successive one year calendar periods, unless either party provides no less than sixty (60) day written notice of either intent not to renew the agreement, or notice of termination of the agreement. Any "renewal" term may be terminated by either party upon giving sixty (60) day written notice.

**3. Maintenance of Athletic Fields**

All operational day-to-day costs for utilities, routine inspections, maintenance, and upkeep, including but not limited to supplies, equipment, and labor needed to prepare fields for athletic contests, are the responsibility of the SCHOOL BOARD. However, with respect to the athletic contests and practices sponsored by or permitted by the DISTRICT, the DISTRICT shall be responsible for supervision thereof, inspection of the premises for dangerous conditions, for notifying the SCHOOL BOARD of any such dangerous conditions in advance of athletic contests and/or practices, for staff needed to properly supervise and "host" the athletic contests, such as security, concession stand, and gate workers, and contest officials, and for amenities needed by the DISTRICT. While this agreement includes permission for the DISTRICT to use the athletic fields for practices for the athletic contests it will host, the area to be used and the schedule of use for practices are subject to prior approval by the principal of DeQuincy High School.

DISTRICT shall promptly notify the school principal of any conditions which present a danger to the public and/or to participants in athletic contests and practices.

**4. Amendments and Assignments**

No amendments to this agreement shall be valid unless made in writing and approved by both parties hereto. The agreement may not be assigned by either party without the consent of the other.

#### **5. Damages, Indemnity, and Insurance**

For purposes of this agreement the DISTRICT shall be considered as Lessee and the SCHOOL BOARD Lessor of the athletic fields, practice and parking areas during their use by the DISTRICT. The DISTRICT is responsible for the cost to repair or replace all damages to school property which occurs during or as a result of use of Calcasieu Parish School Board property/building/facility pursuant to this Agreement. *The DISTRICT assumes responsibility for the premises during its use and further agrees to indemnify, defend and to hold harmless the Calcasieu Parish School Board, its agents, officers and employees from any loss or liability, whether in tort, workers' compensation or otherwise, for or on account of injury to (including death of) persons or damage to property, including costs, attorney's fees and expenses incidental thereto, arising from the condition of the premises, from the DISTRICT's use of School Board property whether or not said losses, injuries, deaths or property damages arise partially or wholly from the fault of the Calcasieu Parish School Board, its agents, officers and/or employees, it being the intent of the DISTRICT to indemnify and to hold the Calcasieu Parish School Board, its agents, officers and employees harmless from any lawsuit, damages or liability arising from the use of School Board property by the DISTRICT, its agents, licensees, invitees, and others on the premises and whether or not caused partially or wholly by the fault or negligence of the Calcasieu Parish School Board, its officers, agents and employees.* The DISTRICT during its use of the athletic facilities assumes responsibility for the condition of the property, premises and grounds. The Calcasieu Parish School Board, its agents, officers and employees shall not be responsible for damages caused by vices or defects of the stipulated Calcasieu Parish School Board premises and grounds. Evidence of at least \$1 million in general liability insurance shall be furnished to the Calcasieu Parish School Board prior to use of the facilities in the form of a certificate and the insurance afforded under such policies shall be primary. The certificate shall reflect the Calcasieu Parish School Board as an Additional Insured under the appropriate portion of the coverage and shall be mailed to Calcasieu Parish School Board Risk Management Department, P.O. Box 800, Lake Charles, Louisiana 70602. Failure to provide proof of insurance as required shall not relieve the DISTRICT of its obligations under this Agreement. The DISTRICT shall also maintain workers' compensation insurance covering its employees.

#### **6. No Stipulation for the Benefit of Others**

This agreement is intended for the benefit of the DISTRICT and the SCHOOL BOARD and does not confer any rights upon any other persons. Neither shall the provisions hereof create rights or causes of action in favor of anyone not a named party to this agreement.

#### **7. Dispute Resolution**

While all parties agree to negotiate all disputes regarding this agreement in good faith, the DISTRICT and the SCHOOL BOARD agree that if they are unable to independently and satisfactorily resolve any disagreement, then either party may seek redress in the 14<sup>th</sup> Judicial District Court in and for Calcasieu Parish, Louisiana.

#### **8. Governing Law**

This agreement shall be governed by and construed in accordance with the laws of the State of Louisiana, and venue for any dispute shall be the 14<sup>th</sup> Judicial District Court, Calcasieu Parish, Louisiana.

#### **9. Severability**

If any provision of this agreement is held invalid, void, or unenforceable under any law or regulation by a court of competent jurisdiction, such provision will be deemed amended in a manner which renders it valid, or if it cannot be so amended, it will be deemed deleted from the agreement.

**10. No Authorship Presumption**

The DISTRICT and the SCHOOL BOARD have both had an opportunity to negotiate the language of this agreement in consultation with their respective legal counsel. No presumption shall arise or adverse inference shall be drawn by virtue of any authorship of this agreement. The DISTRICT and the SCHOOL BOARD hereby waive the benefit of any rule of law that might otherwise be applicable in connection with the interpretation of this agreement with respect to authorship hereof.

**11. Non-Discrimination Agreement**

No party to this agreement shall unlawfully discriminate against any person in the provision of services or in access to facilities or in any manner on the grounds of race, color, creed, religion, sex, national origin, age, or disability.

**12. Use of Premise**

No alcoholic beverages, controlled dangerous substances, tobacco, firearms/guns or other weapons, explosive or flammable substances may be brought onto/into Calcasieu Parish School Board grounds and/or facilities.

The DISTRICT shall use the athletic fields, practice and parking areas only for the purposes of athletic contests and practices, and may not use any other area of the school facilities.

The DISTRICT has inspected the premises, has determined the premises are suitable for its proposed use, and that the premises are in safe and clean condition. The DISTRICT agrees that it will not store or place hazardous materials, supplies, or equipment upon and will not conduct any hazardous operations on the school premises, nor will the DISTRICT permit any hazardous or unsafe conduct to take place on the premises. Further, the DISTRICT will take appropriate safety measures, including placement of warning signs and erection of clearly visible barricades, to prevent the entry of unauthorized persons upon the premises. The DISTRICT assumes responsibility for the safety and management of the premises, and of all equipment, materials, supplies and other tangible things on the premises during the athletic events and practices. The DISTRICT will conduct no operations on the premises which will unduly interfere with the school activities at DeQuincy High School. The DISTRICT agrees to maintain the premises in proper and safe condition during its use thereof, and to comply with all applicable safety and environmental laws and regulations which pertain to its operations and presence on the premises.

**13. Headings**

Each paragraph of this agreement has been supplied with a heading to serve only as a guide to the contents. The headings do not control the meaning of any paragraph or in any way determine its interpretation.

**14. Addresses of Notices**

All notices between the DISTRICT and the SCHOOL BOARD which may be provided with respect hereto shall be in writing and shall be addressed as follows:

The SCHOOL BOARD:  
Calcasieu Parish School Board  
Attn: Superintendent Karl Bruchhaus

3310 Broad Street  
Lake Charles, Louisiana 70615

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

**D. Resolution to hire special legal counsel for Sales Tax Department/Stutes & Lavergne Law Firm**

**PROFESSIONAL SERVICES AGREEMENT  
BETWEEN  
CALCASIEU PARISH SCHOOL BOARD  
AND  
STUTES & LAVERGNE, LLC  
LOCAL SALES AND HOTEL OCCUPANCY TAX  
FROM ONLINE TRAVEL COMPANIES**

**THIS PROFESSIONAL SERVICES AGREEMENT** (the “**Agreement**”) is made and entered into effective the \_\_\_\_\_ day of November, 2019, (the “**Effective Date**”), by and between the Calcasieu Parish School Board, through Its Sales & Use Tax Department, represented by Karl Bruchhaus (the “**School Board**”), and Stutes & Lavergne, LLC, represented by Russell J. Stutes, Jr. (“**Lawyer**”).

**WHEREAS**, the School Board seeks to determine the School Board’s eligibility to collect local sales and hotel occupancy taxes from online travel companies and to collect any such taxes which may be due;

**WHEREAS**, the School Board has selected Lawyer to perform the professional services necessary to determine the School Board’s eligibility to collect local sales and hotel occupancy taxes against online travel companies and to collect any such taxes which may be due;

**NOW THEREFORE**, the School Board and Lawyer agree as follows:

**I. LAWYER’S OBLIGATIONS.**

**A. Services.** Lawyer will:

1. Research the existence of local sales and hotel occupancy taxes owed to the School Board;
2. Determine the potential amount owed to the School Board and, in consultation with the School Board, make claims for such amounts;
3. Collect such amounts on behalf of the School Board;
4. Provide periodic updates to the School Board regarding the existence as well as the potential owed amounts, and progress on collections;
5. Provide other professional services required by the School Board;
6. Submit complete and accurate invoices, maintain records, submit to audits and inspections, maintain insurance, and perform all other obligations of Lawyer as set forth in this Agreement;

7. Monitor, supervise, and otherwise control and be solely responsible for all persons performing work on Lawyer's behalf;

8. Cooperate with the School Board and any person performing work for the School Board, with respect to the above items.

The School Board's officers and employees are not authorized to request or instruct Lawyer to perform any work beyond the scope or duration of this Agreement in the absence of an executed amendment to this Agreement.

**B. Invoices.**

1. Lawyer will provide the School Board with an annual statement for ongoing Costs. Once the Lawyer's work is ended, Lawyer will submit to the School Board a final bill and disbursement statement.

2. The School Board may require changes to the form of the invoice and may require additional supporting documentation to be submitted with invoices.

C. Conflict Of Interest. Lawyer expressly acknowledge that this Agreement is for the performance of professional legal services on behalf of the Client, the Calcasieu Parish School Board, through Its Sales & Use Tax Department, only. Therefore, Lawyer further acknowledges that it is bound by the Louisiana Rules of Professional Conduct. Lawyer represent that it has performed a conflicts check and affirms that no actual, perceived or potential conflicts exist. Lawyer acknowledges that it has an ongoing obligation to identify potential conflicts and to decline representation which presents a conflict for which no waiver from the School Board has been obtained. Any request for a conflict waiver must be presented to the School Board's Attorney in writing in accordance with the Louisiana Rules of Professional Conduct. Nevertheless, the School Board's Attorney is under no obligation to approve conflict waiver requests.

**II. THE SCHOOL BOARD'S OBLIGATIONS.**

**A. Administration.** The School Board will:

1. Administer this Agreement through the Sales and Use Tax Department of the School Board, and Karl Bruchhaus, Superintendent;

2. Provide Lawyer with any documents deemed necessary for Lawyer's performance of any work required under this Agreement; and

3. Provide access to Sales and Use Tax Division's personnel to discuss the required services during normal working hours, as requested by Lawyer.

**B. Payment.** The School Board understands that Lawyer will be paid by a contingency fee as set forth in below Article III for handling the School Board's efforts to collect on claims for Local Sales and Hotel Occupancy Tax against Online Travel Companies and based upon Lawyer's invoices. However, the School Board is not obligated under any circumstances to pay for any work performed or costs incurred by Lawyer that: are beyond the scope or duration of this Agreement; or the School Board is not expressly obligated to pay under this Agreement.

**III. COMPENSATION.**

**A. Costs:** Lawyer will bear all of the costs incurred in performing its obligations under this Agreement. Final costs may be deducted from any recovery in the case before calculation of legal fees. As used herein, the term "costs" includes, but is not limited to, filing fees/supplies, copying costs, deposition costs, computerized legal and factual research costs, courier expenses, travel expenses, court costs, postage expenses, expert and non-expert witness fees, and all other reasonable out-of-pocket expenses incurred for the performance of the Agreement. Lawyer will be responsible for expert costs as they arise. Expert costs will then be deducted from any recovery before calculation of legal fees. All costs are subject to review and approval by the School Board.

**B. Legal Fees:**

1. Reasonable Fee. The School Board agrees to pay Lawyer the reasonable fee set forth below.
  2. Contingency Fee. The School Board understands that Lawyer will be paid for handling the School Board's claim by a contingency fee. In the event the School Board obtains recovery, this contingency fee will be of thirty-five percent (35%) of the total recovery after deduction for payment of costs as defined in Section III(A) above.
  3. Discharge Prior to Completion. If the School Board should choose to discharge Lawyer prior to substantial completion of the work that must be done, Lawyer's fees will be determined by quantum meruit.
- C. This Agreement does not guarantee any amount of work or compensation except as specifically authorized by the School Board in accordance with the terms and conditions of this Agreement.

#### IV. DURATION AND TERMINATION.

- A. Term. The term of this agreement shall be until the matter is concluded.
- B. Termination for Convenience. The School Board or Lawyer may terminate this Agreement at any time during the term of the Agreement by giving the other party written notice of the termination at least thirty (30) calendar days before the intended date of termination.
- C. Termination for Cause. The School Board may terminate this Agreement immediately for cause by sending written notice to Lawyer. "Cause" includes without limitation any failure to perform any obligation or abide by any condition of this Agreement. If a termination for cause is subsequently challenged in a court of law and the challenging party prevails, the termination will be deemed to be a termination for convenience effective thirty (30) days from the date of the original written notice of termination for cause was sent to the challenging party; no further notice will be required.
- D. Notwithstanding the right to terminate by either party, Lawyer is entitled to receive the legal fees reflected in paragraph III.B above for any settlements or recovery by the School Board that subsequently takes place and that are justified by the Lawyer to be substantially due to Lawyer's efforts.

#### V. INDEPENDENT CONTRACTOR.

- A. Independent Contractor Status. Lawyer is an independent contractor and shall not be deemed an employee, servant, agent, partner, or joint venture of the School Board and will not hold itself or any of its employees, subcontractors or agents to be an employee, partner, or agent of the School Board.
- B. Exclusion of Worker's Compensation Coverage. The School Board will not be liable to Lawyer, as an independent contractor as defined in La. R.S. 23:1021(6), for any benefits or coverage as provided by the Workmen's Compensation Law of the State of Louisiana. Under the provisions of La. R.S. 23:1034, any person employed by Lawyer will not be considered an employee of the School Board for the purpose of Worker's Compensation coverage.
- C. Exclusion of Unemployment Compensation Coverage. Lawyer, as independent contractors, are being hired by the School Board under this Agreement for hire and defined in La. R.S. 23:1472(E) and neither any Lawyer nor anyone employed by any Lawyer will be considered an employee of the School Board for the purpose of unemployment compensation coverage, which coverage same being hereby expressly waived and excluded by the parties, because: (a) Lawyer have been and will be free from any control or direction by the School Board over the performance of the services covered by this contract; (b) the services to be performed by Lawyer are outside the normal course and scope of the School Board's usual business; and (c) Lawyer have been independently engaged in performing the services required under this Agreement prior to the date of this Agreement.
- D. Waiver of Benefits. Lawyer, as an independent contractor, will not receive from the School Board any sick and annual leave benefits, medical insurance, life insurance, paid vacations, paid holidays, sick leave, pension, or Social Security for any services rendered to the School Board under this Agreement.

**VI. NOTICE.**

Except for any routine communication, any notice, demand, communication, or request required or permitted under this Agreement will be given in writing and delivered in person or by certified mail, return receipt requested as follows:

**1. To the School Board:**

Karl Bruchhaus  
 Superintendent  
 Calcasieu Parish School Board, Through Its Sales & Use Tax Department  
 3310 Broad Street  
 Lake Charles, LA 70615

**2. To Lawyer:**

Russell J. Stutes, Jr.  
 Stutes & Lavergne, LLC  
 600 Broad Street  
 Lake Charles, LA 70601

Notices are effective when received, except any notice that is not received due to the intended recipient's refusal or avoidance of delivery is deemed received as of the date of the first attempted delivery. Each party is responsible for notifying the other in writing that references this Agreement of any changes in its address(es) set forth above.

**VII. ADDITIONAL PROVISIONS.**

**A. Limitations of the School Board's Obligations.** The School Board has no obligations not explicitly set forth in this Agreement or any incorporated documents or expressly imposed by law.

**B. Subcontractor Retention and Reporting.** Lawyer may retain subcontractors to perform legal services in connection with Lawyer's work for the School Board. Lawyer will provide a list of all natural or juridical persons who are retained by such Lawyer as a subcontractor at the time of the Agreement's execution and who are expected to perform work as subcontractors in connection with Lawyer's work for the School Board. For any subcontractor proposed to be retained by a Lawyer to perform work on the Agreement with the School Board, such Lawyer must provide notice to the School Board within thirty (30) days of retaining that subcontractor. If Lawyer fail to submit the required lists and notices, the School Board may, after thirty (30) days' written notice to Lawyer, take any action it deems necessary, including, without limitation, causing the suspension of the Agreement and any payments due, until the required lists and notices are submitted.

Lawyer and the School Board acknowledge that Lawyer will retain and work with Drew Talbot of the firm Rainer, Anding and Talbot in connection with the services contemplated by this Agreement.

**C. Assignment.** This Agreement and any part of Lawyer's interest in it are not assignable or transferable without the School Board's prior written consent.

**D. Terms Binding.** The terms and conditions of this Agreement are binding on any heirs, successors, transferees, and assigns.

**E. Choice of Law.** This Agreement will be construed and enforced in accordance with the laws of the State of Louisiana without regard to its conflict of laws provisions.

**F. Construction of Agreement.** Neither party will be deemed to have drafted this Agreement. This Agreement has been reviewed by all parties and shall be construed and interpreted according to the ordinary meaning

of the words used so as to fairly accomplish the purposes and intentions of all parties. No term of this Agreement shall be construed or resolved in favor of or against the School Board or Lawyer on the basis of which party drafted the uncertain or ambiguous language. The headings and captions of this Agreement are provided for convenience only and are not intended to have effect in the construction or interpretation of this Agreement. Where appropriate, the singular includes the plural and neutral words and words of any gender shall include the neutral and other gender.

**G. Severability.** Should a court of competent jurisdiction find any provision of this Agreement to be unenforceable as written, the unenforceable provision should be reformed, if possible, so that it is enforceable to the maximum extent permitted by law or, if reformation is not possible, the unenforceable provision shall be fully severable and the remaining provisions of the Agreement remain in full force and effect and shall be construed and enforced as if the unenforceable provision was never a part the Agreement.

**H. Amendment.** No amendment of or modification to this Agreement shall be valid unless and until executed in writing by the duly authorized representatives of both parties to this Agreement.

**I. Non-Waiver.** The failure of either party to insist upon strict compliance with any provision of this Agreement, to enforce any right or to seek any remedy upon discovery of any default or breach of the other party at such time as the initial discovery of the existence of such noncompliance, right, default or breach shall not affect or constitute a waiver of either party's right to insist upon such compliance, exercise such right or seek such remedy with respect to that default or breach or any prior contemporaneous or subsequent default or breach.

**J. Entire Agreement.** This Agreement, including all incorporated documents, constitutes the final and complete agreement and understanding between the parties. All prior and contemporaneous agreements and understandings, whether oral or written, are superseded by this Agreement and are without effect to vary or alter any terms or conditions of this Agreement.

**K. Approval by Louisiana Attorney General.** All terms and conditions contained in this Agreement shall only go into effect and become enforceable upon the Resolution employing Lawyer being passed by the School Board and approved by the Louisiana Attorney General. All terms and conditions contained herein shall be void *ab initio* if the Louisiana Attorney General does not approve the Resolution employing Lawyer. Lawyer shall be responsible and take all reasonable steps necessary to present any Resolution passed by the School Board to the Louisiana Attorney General, and Lawyer shall take all reasonable steps to notify the School Board of any decision by the Louisiana Attorney General either approving or rejecting the School Board's Resolution.

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

**E. Request to apply for the National Clean Diesel Rebate Program/School Bus Replacement Funding Program Grant**

**Grant Title:** National Clean Diesel Rebate Program 2019/School Bus Replacement Funding Program

**Funding Authority:** United States Environmental Protection Agency

**Person Applying for Grant:** Mark Arseneault & Robert Barrentine, with Charles Sellers and Mary Fontenot (Transportation)

**Grant Amount:** Maximum of \$400,000; \$20,000 per eligible bus replacement up to 20 buses

**Grant Period:** x

**Purpose:** The purpose of this grant is to encourage and assist school systems in the replacement of eligible buses so more children can ride buses with the cleanest emissions standards. This grant would give us a rebate of \$20,000 when we replace an eligible bus with the purchase of a newer bus. The grant will provide a maximum of \$400,000, **\$20,000 per eligible bus replacement up to 20 buses.**

**Buses on the application must meet the program's usage requirements:**

1. Transport 10 or more preprimary, primary, or secondary school students to schools or homes;
2. Are in current operational and regular use;
3. Are used at least three days/week during the current school year OR accumulated at least 10,000 miles over the last year;
4. Run on diesel fuel and powered by pre-2006 engines

**Replacement vehicles** must be powered by a certified 2017 or newer model year engine or operate solely on electricity. Must be no more than one vehicle class larger than original bus and may be operated on conventional diesel, battery or hybrid drive trains, or alternative fuels. The date of the purchase order cannot pre-date the selection letter. The original bus must be scrapped with specific required documentation, including photographic evidence, submitted to EPA. Once the evidence has been submitted and the entity has taken delivery of the replacement buses, the entity will receive the rebate.

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

### **PERMISSION TO ADVERTISE**

Mr. Hardesty read the following:

A. A.M. Barbe High School Repairs to Building D/\$50 million allocation

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

**B. A.M. Barbe High School Renovations to Building E “Commons”/\$50 million Allocation (This item was removed for discussion at a later date)**

**C. Phase 2- Classroom addition plus new playgrounds and front parking addition/J.D. Clifton Elementary/District 31 Bond Funds**

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

**BID REPORTS**

Mr. Hardesty read the following:

**A. E-Rate year 23 (20-21) bid/Technology Department**

323-WAN Proposals were received from Suddenlink (Altice); Cox; Conterra; Hypercore Networks --- Bid awarded to Suddenlink (Altice) for lowest price meeting specifications.

323-IA Proposals were received from Suddenlink (Altice); Cox; Conterra; AT&T; Hypercore Networks----Bid awarded to AT&T for lowest price meeting specifications.

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

**B. Bid #2020-05PC/Covered pavilions and restrooms/R.W. Vincent Elementary and LeBlanc Middle School/\$50 million allocation**

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

**DATE:** October 30,2019

**DESCRIPTION:** Covered Pavilions and Restrooms R.W. Vincent Elementary & Alonzo Leblanc Middle School

**FUNDS:** All Districts Capital Projects Fund

**BID NUMBER:** 2020-05PC

**DESIGNER:** ELLENDER ARCHITECTS AND ASSOCIATES, LLC

CONTRACTOR	BASE BID	ALT. # 1
Gunter Construction	No Bid	
K & J Development of SWLA, LLC	\$1,029,000.00	\$93,000.00
Keiland Construction LLC	\$1,129,000.00	\$52,500.00
Magellan Construction LLC	No Bid	
John D. Myers & Associates	No Bid	
Alfred Palma, Inc.	\$1,120,000.00	\$49,400.00
PERC Development , LLC	\$1,298,500.00	\$91,920.00
Seth Priola Construction, LLC	\$1,117,000.00	\$54,000.00
Trahan Construction, LLC	\$1,169,000.00	\$55,300.00
Pat Williams Construction, LLC	\$1,181,000.00	\$39,000.00
Central Auction House	No Bid	

The Committee recommends award of the contract to: K & J Development of SWLA, LLC

BASE BID PLUS ALTERNATE #1 IN THE AMOUNT OF:

One Million One Hundred Twenty-Two thousand and no/100 \$ 1,122,000.00

as the lowest qualified bidder meeting specifications.

DESCRIPTION OF ALTERNATE:

Provide temporary construction access as indicated on drawings for R.W. Vincent Elementary School site.

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

C. Bid #2020-04PC/Pearl Watson Elementary, Phase 3 Renovations/District 31  
Bond Funds

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

**DATE:** October 24, 2019

**DESCRIPTION:** Pearl Watson Elementary School -Phase 3 Renovation  
**FUNDS:** SD # 31 Bond Funds  
**BID NUMBER:** 2020-04PC  
**DESIGNER:** Griggs , Mitchell & Assoc. Architecture LLC

<b>CONTRACTOR</b>	<b>BASE BID</b>
Pat Williams Construction	\$ 144,000.00
Mike Kraus Construction	\$ 126,000.00
Alfred Palma General Construction	No Bid
K & J Development	\$ 149,000.00

The Committee recommends award of the contract to:

Pat Williams Construction

BASE BID IN THE AMOUNT OF:

\$ 144,000.00

One Hundred Forty-Four Thousand Dollars and No /100  
*as the lowest qualified bidder meeting specifications.*

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

**D. Bid #2020-02PC/Ralph Wilson Elementary Phase 4 Renovations/District 31 Bond Funds**

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

**DATE:** October 29, 2019

**DESCRIPTION:** Ralph Wilson School -Phase 4 Renovations  
**FUNDS:** SD # 31 Bond Funds  
**BID NUMBER:** 2020-02PC  
**DESIGNER:** Griggs, Mitchell and Associates

<b>CONTRACTOR</b>	<b>BASE BID</b>
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Pat Williams Construction	\$	224,000.00
Kraus Construction	\$	490,000.00
Alfred Palma General Constructors	No Bid	
K & J Development	\$	217,000.00
Gunter Construction	No Bid	

The Committee recommends award of the contract to:

K & J Development  
of SWLA

BASE BID IN THE  
AMOUNT OF:

Two Hundred and Seventeen Thousand  
Dollars & No / 1000  
as the lowest qualified bidder meeting  
specifications.

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

**E. Bid #2020-06PC/Re-roofing at Westlake High School/District 23 Bond Funds**

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

OCTOBER 25, 2019

**DESCRIPTION:** REROOFING AT WESTLAKE HIGH SCHOOL

**FUNDS:** SD# 23 BOND FUNDS

**BID NUMBER:** 2020-06PC

**DESIGNER:** KING ARCHITECT, INC.

CONTRACTOR	BASE BID
MORCORE ROOFING	\$ 2,625,000.00
DAUGHDRILL ROOFING	\$ 2,593,552.00

GUNTER CONSTRUCTION , INC.	NO BID
FERGUSION ROOFING	NO BID
INDUSTRIAL ROOFING & CONSTRUCTION	\$ 3,363,270.00
RYCAR CONSTRUCTION ROOFING SOLUTIONS LLC	\$ 2,996,990.00 \$ 3,282,931.00

The Committee recommends award of the contract to:

DAUGHDRILL ROOFING

BASE BID IN THE AMOUNT OF: \$ 2,593,552.00

TWO MILLION FIVE HUNDRED NINETY THREE THOUSAND FIVE HUNDRED AND

FIFTY -TWO DOLLARS AND NO/100

as the lowest qualified bidder meeting specifications.

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

**F. Bid #2020-03PC/Renovations to Westlake High School Baseball Field/District 23 Bond Funds**

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

October 25 ,2019

<b>DESCRIPTION:</b>	<u>Renovations to Westlake High School Baseball Field</u>
<b>FUNDS:</b>	<u>SD 23 Bond Funds</u>
<b>BID NUMBER:</b>	<u>2020-03PC</u>
<b>DESIGNER:</b>	<u>King Architects, Inc.</u>

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>ALT. #1</b>	<b>ALT. #2</b>
Pat Williams Construction LLC	\$ 881,000.00	\$ 916,000.00	\$ 360,000.00
Alfred Palma, Inc.	\$ 892,900.00	\$ 926,000.00	\$ 461,000.00
Gunter Construction, Inc.	\$ 912,000.00	\$ 934,000.00	\$ 384,000.00
Keiland Construction, LLC	\$ 843,000.00	\$ 1,002,000.00	\$ 415,000.00
K & J Development	\$ 900,000.00	\$ 990,000.00	\$ 450,000.00
GeoSurfaces, Inc.	\$ 748,000.00	\$ 702,000.00	\$ 255,000.00

The Committee recommends award of the contract to:

GeoSurfaces, Inc.

BASE BID AND ALTERNATE 1 & 2 IN THE

AMOUNT OF: \$ 1,705,000.00

One Million Seven Hundred Five Thousand Dollars and no/100

as the lowest qualified bidder meeting specifications.

DESCRIPTION OF

ALTERNATES:

Alt. #1 Install synthetic turf in the outfield

Alt.#2 New LED lighting and poles

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

## **CORRESPONDENCE**

Mr. Hardesty read the following:

A. Change Order Number Nineteen (19) for the Project, "Classroom Pods-Phase 10," Riverboat Fund; Champeaux, Evans, Hotard, APACD, Architect; Miller & Associates Dev. Company, Inc., Contractor; *Increase* of \$11,934.91 and *Increase* of three (3) days.

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

B. Change Order Number Four (4) for the Project, "Phase I Restroom Renovations for Barbe High School," \$50 million allocation; Randy M. Goodloe, AIA, APAC, Architect; Pat Williams Construction, Contractor; *Increase* of \$1,727.39 and *Increase* of nineteen (19) days.

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

C. Change Order Number One (1) for the Project, "Restroom Improvements Sulphur High School," \$50 million allocation; Ellender Architects & Associates, LLC, Designer; K&J Construction of SWLA, LLC, Contractor; *Increase* of \$22,804.82.

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

**D.** Change Order Number Four (4) for the Project, “Track replacement for Vinton High School and Bell City High School,” Project 2019-12PC; Champeaux, Evans, Hotard, APAC, Designer; GeoSurfaces, Inc., Contractor; *Increase* of six (6) days.

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

**E** Recommendation of Acceptance for the Project, “Restroom Improvements, E.K. Key Elementary.”

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

**F.** Recommendation of Acceptance for the Project, “Track Replacement Project for Vinton High School and Bell City High School.”

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

**G.** Beneficial Occupancy/Vinton High School and Bell City High School Track Replacement Project

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

**H.** Change Order Number Two (2) for the Project, “Ralph Wilson Elementary Phase 3,” District 31 Bond Funds; Griggs Mitchell & Associates, LLC, Designer; Pat Williams Construction, LLC, Contractor; *Increase* of \$117,848.00 and *Increase* of Forty-five (45) days.

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

## **CONDOLENCES/RECOGNITIONS**

Mr. Hardy, Mr. Hayes, and Mr. Dellafosse asked for a letter of condolence to the family of Mrs. Jean Johnson.

Mr. Dellafosse congratulated Principal Ronnie Harvey on Washington-Marion rising to the level of a “B” school.

**SCHEDULE COMMITTEES**

November 21, 2019.....Employee Benefits Committee  
January 28, 2020..... Budget Committee

**ADJOURN MEETING**

On a motion to adjourn by Mr. Hayes and a second by Mr. Dellafosse, the meeting adjourned at 6:58 p.m.

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**President**

Damon Hardesty

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**Secretary**

Karl Bruchhaus

PROCES VERBAL

BE IT KNOWN AND REMEMBERED that on this 10<sup>th</sup> day of December, 2019, at 5:00 o'clock p.m., in accordance with a resolution of the Calcasieu Parish School Board (the "Board"), adopted on July 9, 2019, and recorded in the records of said Board, notice of which meeting was issued and published according to law, the undersigned members of the Board, being a quorum thereof, met at the regular meeting place of the Board, and according to law examined the tabulation blanks, certificates and statements which were received from the Commissioners and Commissioners-in-Charge of the election held in Sales Tax District No. Three of Calcasieu Parish, Louisiana on November 16, 2019, in accordance with said resolution, together with the transcription of the totals made by the Clerk of Court and Ex-Officio Parish Custodian of Voting Machines in and for Calcasieu Parish to determine the following proposition:

SALES TAX PROPOSITION

Shall Sales Tax District No. Three of Calcasieu Parish, Louisiana ("District") levy and collect for 15 years beginning March 1, 2020, 1-1/2% upon sale at retail, use, lease or rental, consumption and storage for use or consumption of tangible personal property and on sales of services defined in La. R.S. 47:301-318 ("Tax"), with net avails of the Tax, after payment of costs of levy and collection, dedicated and used for acquiring and/or improving lands for buildings and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other related facilities and necessary equipment and furnishings therefor, title to which shall be in the public; with avails of the Tax for one entire year upon initial levy estimated at \$3,930,000; and to issue bonds, in multiple series, for not exceeding fifteen (15) years from date thereof, with interest at a rate(s) not exceeding eight (8%) percent per annum, which bonds shall be retired with, paid from and secured by a pledge and dedication of the Tax; and, simultaneously, upon levy of the Tax, cancel levy and collection of the sales and use tax approved by electors of the District on July 15, 2000, initially levied on October 1, 2000?

The results of said election proved to be as follows:

<u>PRECINCT</u>	<u>NUMBER OF VOTES IN FAVOR OF PROPOSITION</u>	<u>NUMBER OF VOTES AGAINST PROPOSITION</u>
160E	49	153
160W	39	152
161	51	196
162E	82	284
162W	66	226
163	103	270
164	24	99
165	91	259

166E	70	203
166W	64	212
167	64	202
360 (Part)	4	10
Absentees	<u>724</u>	<u>2588</u>
TOTALS	1431	4854

We therefore ascertained that the majority of qualified electors of Sales Tax District No. Three of Calcasieu Parish, Louisiana qualified to vote under the Constitution and laws of the State of Louisiana voting in said election voted against the Bond Proposition.

At the same time and place, we did examine and canvass the returns as evidenced by said tabulation blanks, certificates, and statements received from the election Commissioners and Commissioners-in-Charge, the correctness of which were sworn to by the election Commissioners-in-Charge and Commissioners according to law, and our finding was that the returns indicated a majority voted against the Bond Proposition.

Therefore, we declare that the result of said election is the Bond Proposition as stated above.

In accordance with law, a resolution promulgating the aforesaid results was adopted, and the Secretary of the Board was ordered to have a copy of said resolution signed by the President and published in one issue of the *Lake Charles American Press*, a newspaper published in Lake Charles, Louisiana, and of general circulation in Sales Tax District No. Three of Calcasieu Parish, Louisiana.

In accordance with the provisions of R.S. 18:1293, a copy of the Notice of Election is attached hereto as **Exhibit A**. An affidavit showing proof of publication of said notice is attached hereto as **Exhibit B**. We did, likewise, order that one copy of this proces verbal be sent to the Secretary of State to be recorded in the archives of the State of Louisiana, and that one copy be sent to the Clerk of the District Court of Calcasieu Parish to be recorded in the mortgage records of said Parish and that one copy be filed in the archives of this Board.

#### RESOLUTION

A RESOLUTION PROMULGATING THE RESULTS OF A SPECIAL  
BOND ELECTION HELD IN SALES TAX DISTRICT NO. THREE  
OF CALCASIEU PARISH, LOUISIANA ON NOVEMBER 16, 2019.

WHEREAS, on November 16, 2019, an election was held in Sales Tax District No. Three

of Calcasieu Parish, Louisiana, to determine the proposition hereinafter set out;

WHEREAS, the returns of said election were canvassed by the Board according to law and notice duly given as provided by law, and the result of said election was declared to be against the Bond Proposition;

NOW, THEREFORE, BE IT RESOLVED by the Parish School Board, governing authority of Sales Tax District No. Three of Calcasieu Parish, Louisiana, as follows:

SECTION 1. An election was held in Sales Tax District No. Three of Calcasieu Parish, Louisiana, on November 16, 2019, to determine the proposition hereinafter set out; that said election was duly and properly called by the Board by a resolution adopted on July 9, 2019, and recorded in the records of said Board, that notice of said election embracing all matters required by law to be contained therein was given by publication in the *Lake Charles American Press*, a newspaper published in Lake Charles, Louisiana, and of general circulation in Calcasieu Parish, Louisiana, on August 29, September 5, September 12, and September 19, 2019, the first of said publications being not less than 45 days nor more than 90 days prior to the date set for said election; that this Board did in said resolution designate the polling places for said election and did provide for the use of voting machines in the conduct of said election; that election officials were duly selected; that each election official received the certificate of instruction of the use of the voting machines and his duties in connection therewith as required by law; that the State Custodian of Voting Machines and the Clerk of Court and Ex-Officio Parish Custodian of Voting Machines of Calcasieu Parish made available on the day of the election at the polling places designated for the conduct of said election the necessary voting machines and all necessary equipment and paraphernalia required by law in connection with the use of voting machines at elections; that the Registrar of Voters and the Clerk of Court of Calcasieu Parish furnished to the election Commissioners and Commissioners-in-Charge copies of the precinct registers for each precinct or ward entitled to vote at such polling places; that the Louisiana Secretary of State prepared and certified the ballot used in the voting machines as required by law; that the proposition voted on in said election and as it appeared in said voting machine was in due form provided by law and the resolution adopted by this Board on July 9, 2019, calling said special election; that the results of said election were written on a large sheet of paper at said polling places, which sheet of paper was signed by each of the election officials designated to conduct such election at said polling places and which sheet was thereupon posted in public view at the polling places in accordance with law; that only qualified electors under the Constitution and laws of the State of Louisiana voted at said election; that the officials who served at said election were duly and properly appointed; that the places of all absent election officials were properly filled in accordance with

law; that before opening the polls all election officials were properly sworn in accordance with law; that the polls at the voting places were opened at 7:00 a.m. and remained open and until not later than 8:00 p.m.; that after the closing of the polls the votes for and against the proposition were properly counted and tallied and the necessary tabulation blanks, certificates and statements were made by the election officials in accordance with law and the voting machines delivered to the Clerk of Court and Ex-Officio Custodian of Voting Machines in and for Calcasieu Parish, Louisiana, and a copy of the results of said election delivered to the Clerk of the District Court of Calcasieu Parish as required by Louisiana Revised Statutes 18:1190 E; that on November 19, 2019, that being the third day after said election the Clerk of Court and Ex-Officio Custodian of Voting Machines, after breaking the seals and opening the voting machines used in said election did transcript the totals for the proposition voted upon at said election; and that all things whatsoever required by law to be done in connection with the holding of said election were properly and duly performed in manner and form as required by Part IV of Chapter 4 of Subtitle II of Title 39 of the Louisiana Revised Statutes of 1950, as amended (La. R.S. 39:701, *et seq.*), and the general election laws of the State of Louisiana.

SECTION 2. In said election the following proposition failed by a majority of the electors qualified to vote and voting in said election in Sales Tax District No. Three of Calcasieu Parish, Louisiana:

#### SALES TAX PROPOSITION

Shall Sales Tax District No. Three of Calcasieu Parish, Louisiana (“District”) levy and collect for 20 years beginning March 1, 2020, 1-1/2% upon sale at retail, use, lease or rental, consumption and storage for use or consumption of tangible personal property and on sales of services defined in La. R.S. 47:301-318 (“Tax”), with net avails of the Tax, after payment of costs of levy and collection, dedicated and used for acquiring and/or improving lands for buildings and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other related facilities and necessary equipment and furnishings therefor, title to which shall be in the public; with avails of the Tax for one entire year upon initial levy estimated at \$3,930,000; and to issue bonds, in multiple series, for not exceeding fifteen (15) years from date thereof, with interest at a rate(s) not exceeding eight (8%) percent per annum, which bonds shall be retired with, paid from and secured by a pledge and dedication of the Tax; and, simultaneously, upon levy of the Tax, cancel levy and collection of the sales and use tax approved by electors of the District on July 15, 2000, initially levied on October 1, 2000?

SECTION 3. The results of said election shall be promulgated by publication of this resolution of promulgation one time in the *Lake Charles American Press*, a newspaper published in Lake

Charles, Louisiana, the official journal of the Board and of general circulation in Sales Tax District No. Three of Calcasieu Parish, Louisiana.

ADOPTED AND APPROVED this 10<sup>th</sup> day of December, 2019.

/s/ Damon Hardesty  
DAMON HARDESTY, President  
Calcasieu Parish School Board

ATTEST:

/s/ Karl Bruchhaus  
KARL BRUCHHAUS, Secretary  
Calcasieu Parish School Board

## Item 10.B.

December 3, 2019

To:	Karl Bruchhaus, Superintendent Damon Hardesty, School Board President
From:	Michelle L. Joubert, Early Childhood Director
Subject:	Approval of grant award

**Grant Title:** Calcasieu Parish School Board (CPSB) Head Start Program

**Grant Source:** Federal

**Grant Amount:** \$517,652.00

**School:** BeauCare Head Start in Beauregard Parish

**Person Applying:** Michelle L. Joubert – Early Childhood Director

**Purpose:** The Head Start Program provides an integrated approach of early childhood care and education that includes comprehensive services to one hundred fifty (150) children ages 3 and 4. It is designed to focus on providing early literacy and mathematical skills necessary for children to become kindergarten ready. The program promotes school readiness by enhancing social and cognitive development of children by providing health, nutritional, social and other services. CPSB School Readiness Goals are aligned with the Head Start Childhood Development and Early Learning Framework and the Louisiana Birth to 5 Early Learning and Development Standards. Research-based assessment methods are being used to support teacher-child interactions and children's progress towards the school readiness goals. Head Start program also includes engaging parents, families and communities in their child's learning.

*Calcasieu Parish School Board*  
**Head Start Annual Report**  
**2018-2019**

“ Providing High Quality Early Childhood Education for All Families ”



**Karl Bruchhaus, Superintendent**

**Dr. Michelle L. Joubert, Early Childhood Director**

**Mack Dellafosse, School Board Member**

**Kevin Chretien, Policy Council President**



# Calcasieu Parish School Board Members

<b>Member</b>	<b>District</b>
Aaron Natali	1
Fredman Hardy	2
Glenda Gay	3
Annette Ballard	4
Ron Hayes	5
Dean Roberts	6
Mack Dellafosse	7
Eric Tarver	8
Damon Hardesty	9
Alvin Smith	10
Bliss Bujard	11
Russell Castille	12
Billy Breaux	13
Desmond Wallace	14
John Duhon	15

# Calcasieu Head Start Policy Council Members

<b>Name</b>	<b>Head Start Site</b>	<b>Position</b>
Sam Dixon	Brenda Hunter	Representative
<b>D'Andrea Dixon</b>	<b>Brenda Hunter</b>	<b>Representative</b>
Jonita Hartman	Brenda Hunter	Representative
<b>Amilya Allison</b>	<b>Brenda Hunter</b>	<b>Representative</b>
Kevin Chretien	J.D. Clifton Elementary	Representative
<b>Ashley Mingo</b>	<b>J.D. Clifton Elementary</b>	<b>Representative</b>
Jennifer Fabacher	DeQuincy Primary	Representative
<b>Sheila Pitre</b>	<b>DeQuincy Primary</b>	<b>Representative</b>
Courtney Alexander	Jake Drost	Representative
<b>Jodi Fobbs</b>	<b>J.F. Kennedy</b>	<b>Representative</b>
Amber Wilson	J.I. Watson Elementary	Representative
<b>Lena Gullory</b>	<b>J.I. Watson Elementary</b>	<b>Representative</b>
Nolia Bernard	Community Representative	Representative
<b>Timothy Jones</b>	<b>Community Representative</b>	<b>Representative</b>
Mack Dellafosse	School Board Member	Representative
<b>Megan McArthur</b>	<b>Brenda Hunter</b>	<b>Alternate</b>
Ariana Martinez	Brenda Hunter	Alternate
<b>Margan Carrier</b>	<b>Brenda Hunter</b>	<b>Alternate</b>
Marcus Hargrove	Brenda Hunter	Alternate
<b>Theresa Robinson</b>	<b>J.D. Clifton Elementary</b>	<b>Alternate</b>
Kayla Savole	DeQuincy Primary	Alternate
<b>Misti Lewis</b>	<b>Jake Drost</b>	<b>Alternate</b>
Trineca Jack	J.F. Kennedy	Alternate
<b>Brittany Paul</b>	<b>J.I. Watson Elementary</b>	<b>Alternate</b>
Haley Cusimano	J.I. Watson Elementary	Alternate

## **Federal Head Start Grant Funds**

**\$ 3,905,273.00**

## **Public and Private Funds**

**\$ 976,318.00**

## **Budget Expenditures**

<b>Category</b>	<b>Budget</b>
Salaries	\$2,528,858
Benefits	\$974,395
Contractual	\$12,295
Purchased Property	\$399
Other Purchase	\$41,029
Supplies	\$297,387
Equipment	\$0.00
Other	\$4,706
T & TA	\$46,204
<b>TOTAL</b>	<b>\$3,905,273</b>

## Proposed Budget

<b>Category</b>	<b>Budget</b>
Salaries	\$2,566,582
Benefits	\$960,725
Contractual	\$31,000
Purchased Property	\$ 0
Other Purchase	\$22,000
Supplies	\$274,262
Equipment	\$0.00
Other	\$4,500
T & TA	\$46,204
<b>TOTAL</b>	<b>\$3,905,273</b>

**Financial Audit  
100%**

## Total Number of Children and Families

<b>Funded Enrollment</b>	<b>450</b>
Total Number of Children Served	503
Total Number of Families Served	484
Total Number of Eligible Children	465
Total Number of Over-income Children	38

## Monthly Enrollment and Daily Attendance

Month	Funded Enrollment	Enrollment	Percentage
August 2018	450	450	100%
September 2018	450	453	101%
October 2018	450	448	99%
November 2018	450	447	99%
December 2018	450	450	100%
January 2019	450	451	101%
February 2019	450	447	99%
March 2019	450	448	99%
April 2019	450	447	99%
May 2019	450	434	96%

# Parental Involvement

<b>Parent Training</b>	<b>Center Activities</b>
Literacy Workshops- Choosing good books, Read Aloud, Promoting Early Language and Literacy Development, Financial Literacy, Reading with Dads	Classroom Volunteer Opportunities: Curriculum, Parent-Teacher Conferences, Home Visits
Health: Parent Engagement in Maternal Health, Nutrition and Physical Activity: Healthy Eating, Active Play, Tips for Pregnant Moms	Field Trips, Center Projects
Affordable Health and Housing, Legal Issues: Child Support, Child Custody, Divorce, Marriage	Center Parent Committee Meetings, Parent-Child Activities
Policy Council Training	Quarterly Policy Council Meetings
Potty Training	Health Services Advisory Committee Meetings
Tax Preparation, Employment/Job Skills, Childhood Obesity	Head Start Transition Meetings
Health and Nutrition, Mental Health and Stress	Head Start School Readiness Goals
Health Literacy: Key to Understanding and Using Health Information: Injury Prevention, Healthy Eating, Prenatal Care, Play and Stay Healthy	Male/Father Engagement
Parenting Partners Workshop (8 sessions)	Family Partnership and Goal Setting Parent Interviews
Stages of Child Development, Child Discipline	Well-Child Health Parent Interviews
Parenthood, Domestic Violence	Family Literacy Night
Mommy and Me Safe Baby Sleep	Christmas Bingo/Parent Training
Job Search/Job Training Skills	Breast Cancer Awareness
School Readiness	Male Involvement-Fatherhood
Oral Health, Fatherhood, Single Parenting, Foster and Adoptions	Pastries and Parents, Community Fest, Science Night

# Health Summary

<b>Student Health Summary</b>	<b>Student Percentage</b>
Medical Examinations completed	99%
Dental Examinations completed	99%
Immunizations up-to-date	91%
Dental Treatment Needed	5% (27)
Children with Asthma	2% (11)
Iron Deficiency Anemia	1% (3)
Vision Referrals	1% (2)
Families receiving Medicaid	99% (492)
Families with private benefits	1% (5)
Families receiving military benefits	0

## **Positive Outcomes can be attributed to the following:**

- Early Intervention health screening
- Individualized Health Plan
- Parent Interviews (Exit interviews after screening in May/June and Well-child Health Care Conference in August)
- Medical and Dental Partnerships with community agencies to establish medical and dental homes for Head Start families
- Positive relationships with community providers and Head Start Health Services Staff

## **Transitions to Pre-Kindergarten**

**"The Head Start Approach to School Readiness means that children are ready for school, families are ready to support their children's learning, and schools are ready for children." The Calcasieu Parish Head Start program provides a comprehensive focus on physical, cognitive, and social and emotional development, all of which are essential to children becoming ready for kindergarten.**

**The Calcasieu Parish Head Start program has an integrated curriculum in place that addresses the essential domains of school readiness in the Head Start and Early Learning Framework. Child level assessment data is collected and entered three times a year through the use of the assessment tool Teaching Strategies Gold. The information collected is shared with the parents twice a year. Parental partnerships are encouraged that promotes an understanding of the child's progress, provide support, and encourage learning. There is also ongoing communication with the local schools to exchange information about the children and programs and to align services for early learning, health, and family engagement.**

**Calcasieu Parish Head Start students and parents were provided several opportunities to learn about and prepare for the upcoming school year. Parent sessions were held at the Head Start sites to provide information regarding the online registration process. The goal of these meetings was to inform parents with the online registration process. The first online application process was held in March 2019. There were two more application submission dates one in April 2019 and June 2019. Parents were provided access to computers Monday-Friday from 8:00 a.m. to 3:00 p.m. located at 1618 Mill St.**

**Families of students that enroll in Head Start are provided with a packet of information about the Head Start program, including a copy of the parent handbook. In addition, parents also attended orientation, open house, parent conferences, and home visits. Families were given the opportunity to visit the classrooms, meet administrators, the family engagement specialists, and other staff involved with the students to ask questions about the program and curriculum. The Head Start program is the beginning for many students on their journey to Kindergarten Readiness.**

## **STUDENT FEES, FINES AND CHARGES**

The Calcasieu Parish School Board may impose certain student fees or charges to help offset special costs incurred in the operation of specific classrooms or subjects. Generally, students should not be denied or delayed admission nor denied access to any instructional activity due to failure or inability of their parent or guardian to pay a fee. Report cards and other educational records cannot be withheld for failure to pay a fee, pursuant to La. Rev. Stat. Ann. '17:112(C).

The School Board shall ensure that the following information regarding student fees is published on the School Board's website and on the website of each school, as well as in each school's student handbook:

- descriptions of each student fee or range of fees being charged,
- the dollar amount of each student fee,
- how each student fee will be collected and used,
- the deadline by which each student fee is due and the desired method of payment,
- the process whereby students and families may request an economic hardship waiver,
- the criteria by which economic hardship waivers may be approved, and
- the process whereby any denial of request for waiver may be appealed.

Such information shall be reviewed by and the Superintendent is authorized to update and revise the schedule of curricular and co-curricular fees and shall annually report revisions to the School Board prior to the start of the school year.

### **DEFINITIONS**

*Fees* shall mean any monetary payment or supplies required as a condition of a student being enrolled in school or participating in any curricular or co-curricular activity. Fees shall not include supplies or monetary payment for extracurricular activities. Fees shall not mean the cost of school meals.

*Curricular and co-curricular activities* are activities that are relevant, supportive, that are an integral part of the program of studies in which the student is enrolled, and that are under the supervision and/or coordination of the school instructional staff.

### **REGULATIONS**

1. A school shall not charge or assess a fee that is not authorized by this policy.
2. Fees charged for the same item or service shall be consistent among all schools under the jurisdiction of the School Board.

3. Failure by a student, or parent on behalf of a student, to pay any required fee shall not result in the withholding of a student's educational records.

#### SCHEDULE OF FEES

A list of initial authorized fees, including their purposes, use, amount or authorized range, and how each fee is collected, shall be as listed on the Schedule of Fees (Appendix A) attached to this policy.

#### ECONOMIC HARDSHIP WAIVERS

With a written request for and subsequent approval of an Economic Hardship Waiver (appendix B), the School Board shall reduce or waive certain fees for economically disadvantaged students and students whose families are experiencing economic hardships and are financially unable to pay them. The request for a waiver shall be submitted to the principal of the school or his/her designee for consideration. A written decision on the waiver request shall be rendered within five (5) school days of the date of receipt of the request and supporting documentation. Should the initial request to the principal of the school for a waiver be denied, a written appeal may be made to the Superintendent or his/her designee who shall respond to the appeal in writing within five (5) school days of the receipt of the appeal. Objective criteria on which the granting of a waiver is based include families receiving unemployment benefits or public assistance, including Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Supplemental Security Income (SSI) or Medicaid; foster families caring for children in foster care, family member serving in or within the previous year has served in, active military service; families that are homeless; unreimbursed catastrophic loss or destruction of a residence or its contents; physical or mental disability sufficient to qualify a family wage earner for SSI or Social Security Disability Benefits although the application for same has not yet been approved; loss of employment by the family's primary wage earner; and unreimbursed medical expenses for catastrophic illness or injuries.

All requests for economic hardship waivers of student fees and any and all related documentation used in considering the validity of any request for a waiver shall be confidential and do not constitute public records, but may be audited to ensure compliance with School Board policy.

#### SCHOOL SUPPLIES

School supplies requested by classroom teachers of a student's parent or legal guardian shall not exceed a published amount per student per school year as determined by the School Board. Each school principal shall approve all school supplies requested by classroom teachers. Prior to assessing a fee for school supplies or developing a school supply list, consideration shall be given to the existing school supply inventory. A student shall not be denied the opportunity to participate in a classroom activity due to his or her inability to provide requested supplies.

### DAMAGE TO TEXTBOOKS/INSTRUCTIONAL MATERIALS

The School Board may require parents and/or legal guardians to compensate the school district for lost, destroyed, or unnecessarily damaged books, materials, and electronic devices, and for any of these which are not returned to the proper schools at the end of each school year or upon withdrawal of their dependent child. Under no circumstances may a student of school age be held financially responsible for fees associated with textbook or electronic device replacement.

Compensation by parents or guardians may be in the form of monetary fees or community/school service activities, as determined by the Superintendent. In the case of monetary fees, fines shall be limited to no more than the replacement cost of the textbook, electronic device, or material, but may, at the discretion of the Superintendent, be adjusted according to the physical condition of the lost or destroyed materials/devices. A school system may waive or reduce the payment required if the student is from a family of low income and may provide for a method of payment other than lump-sum payment.

In lieu of monetary payments, both school systems and parents/guardians may elect to have students perform school/community service activities, provided that such are arranged so as not to conflict with school instructional time, are properly supervised by school staff, and are suitable to the age of the child.

Under no circumstances may a school or school district refuse the parent/guardian the right to inspect relevant grades or records pertaining to the child nor may the school or school district refuse to promptly transfer the records of any child withdrawing or transferring from the school, per requirements of the *Federal Family Educational Rights and Privacy Act*.

Under no circumstances may a school or school district deny a student promotional opportunities, as a result of failure to compensate the school district for lost or damaged textbooks or electronic devices. Students shall not be denied continual enrollment each grading period nor re-entry in succeeding school years as a result of lost or damaged books or electronic devices.

Revised: October, 2001  
Revised: December 12, 2017

Revised: November, 2019

Ref: 20 USC 1232(g-i) (*Family Educational and Privacy Rights*); La. Rev. Stat. Ann. §§17:8, 17:81, 17:112, 17:177, 17:178; Board minutes, 5-7-02, 12-12-17.

**APPENDIX A  
SCHEDULE OF CURRICULUM/CO-CURRICULA Fees**

<b>PURPOSE OF Fee</b>	<b>AMOUNT</b>	<b>USE OF Fee</b>	<b>COLLECTION METHOD</b>
English Fee: Grades 9-12	\$0-\$10.00	Purchase English supplies	Classroom teacher will collect on Daily Class Receipts Form
AP English Fee: Grades 9-13	\$0-\$40.00	Purchase English supplies	Classroom teacher will collect on Daily Class Receipts Form
History Fee: Grades 9-12	\$0-\$10.00	Purchase History supplies	Classroom teacher will collect on Daily Class Receipts Form
Math Fee: Grades 9-12	\$0-\$10.00	Purchase Math supplies	Classroom teacher will collect on Daily Class Receipts Form
Science Fee: Grades 9-12	\$0-\$20.00	Purchase Science supplies	Classroom teacher will collect on Daily Class Receipts Form
Art Fee: Grades 9-12	0-\$35.00	Purchase Art supplies	Classroom teacher will collect on Daily Class Receipts Form
Fine Arts Survey: Grades 9-12	\$0-\$30.00	Purchase Fine Arts supplies	Classroom teacher will collect on Daily Class Receipts Form
Foreign Language Fee: Grades 9-12	\$0-\$10.00	Purchase Foreign Language supplies	Classroom teacher will collect on Daily Class Receipts Form
Speech Fee: Grades 9-12	\$0-\$10.00	Purchase Speech supplies	Classroom teacher will collect on Daily Class Receipts Form
Agriculture Fee: Grades 9-12	\$0-\$30.00	Purchase Agriculture supplies	Classroom teacher will collect on Daily Class Receipts Form
Band Class Fee: 9-12	\$0-\$150.00	Purchase Band Class supplies	Classroom teacher will collect on Daily Class Receipts Form
Photography: Grades 9-12	0-\$110.00	Purchase Photography Supplies	Classroom teacher will collect on Daily Class Receipts Form
CTE courses: Grades 9-12	0-\$20.00	Purchase CTE supplies	Classroom teacher will collect on Daily Class Receipts Form
PE Fee	\$0-\$10.00	Purchase PE supplies	Classroom teacher will collect on Daily Class Receipts Form
ELA Fee: 6-8	\$0-\$10.00	Purchase ELA supplies	Classroom teacher will collect on Daily Class Receipts Form
PE Fee	\$0-\$5.00	Purchase PE supplies	Classroom teacher will collect on Daily Class Receipts Form
Math Fee: Grades 6-8	\$0-\$5.00	Purchase Math supplies	Classroom teacher will collect on Daily Class Receipts Form

Social Studies: Grades 6-8	\$0-\$5.00	Purchase Social Studies supplies	Classroom teacher will collect on Daily Class Receipts Form
Science Fee: Grades 6-8	\$0-\$15.00	Purchase Science supplies	Classroom teacher will collect on Daily Class Receipts Form
Band Fee: Grades 6-8	\$0-\$50.00	Purchase Band supplies	Classroom teacher will collect on Daily Class Receipts Form
Honor Band Fee: Grades 6-9	\$0-\$60.00	Purchase Band supplies	Classroom teacher will collect on Daily Class Receipts Form
Choir Fee: Grades 6-8	\$0-\$40.00	Purchase Choir supplies	Classroom teacher will collect on Daily Class Receipts Form
Home Ec Fees: Grades 6-8	\$0-\$5.00	Purchase Home Ec supplies	Classroom teacher will collect on Daily Class Receipts Form
Fine Arts Survey: Grades 6-8	\$0-\$30.00	Purchase Fine Arts Supplies	Classroom teacher will collect on Daily Class Receipts Form
Art Fee: Grades K-5	\$0-\$15.00	Purchase Art Supplies	Classroom teacher will collect on Daily Class Receipts Form
Spanish Immersion Fee: K-5	\$0-\$10.00	Purchase Spanish Immersion Supplies	Classroom teacher will collect on Daily Class Receipts Form

### SUPPLY FEES BY GRADE

#### Grades Pre-K - 5

Each school containing Grades Pre-K-5 may ask for consumable school supplies from \$0-\$15.00. No school or teacher may ask for supplies that exceed this amount.

#### Grades 6-8

Each school containing Grades 6-8 may ask for consumable school supplies from \$0-\$25.00. No school or teacher may ask for supplies that exceed this amount.

#### Grades 9-12

Each school containing Grades 9-12 may ask for consumable school supplies from 0-\$45.00. No school or teacher may ask for supplies that exceed this amount.

**APPENDIX B**

**CALCASIEU PARISH SCHOOL BOARD**

Hardship Waiver Request for Act 240

Name of School: \_\_\_\_\_ Date: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
City State ZIP

Parent's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

***Instructions: Please check off all that apply: (Proof of eligibility must be provided.)***

I am applying for a hardship waiver for school fees based on the following objective criteria:

- I am receiving unemployment benefits
- I am receiving Temporary Assistance for Needy Families
- I am receiving SNAP benefits
- I am receiving Supplemental Security Income (SSI)
- I am receiving Medicaid
- The student is in foster care or parent is caring for foster children
- I am serving in or have served within the previous year, active military service
- I am an emancipated minor

\_\_\_\_\_  
Parent/Guardian's Signature Date: \_\_\_\_\_

(Office Use Only)

Approved

Denied (See reason below.)

This application for a hardship waiver has been denied because

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\_\_\_\_\_  
Signature of Principal

\_\_\_\_\_  
Date:

DRAFT

# Item 10.E.

STATE OF LOUISIANA

Line/Project Identification: Underground Pri. - Barbe High School

PARISH OF CALCASIEU

CEA# C6DB875874 WR# 738039

**RIGHT-OF-WAY INSTRUMENT**  
**ENERGY LOUISIANA, LLC**

KNOW ALL MEN BY THESE PRESENTS THAT: **CALCASIEU PARISH SCHOOL BOARD, a political entity organized under the laws of the State of Louisiana, herein represented by its Superintendent, Karl Bruchhaus;** whose permanent address is 3310 Broad Street, Lake Charles, Louisiana 70615, acting individually, and for, and on behalf of, my/our heirs, successors, assigns and any other person claiming the ownership to the property hereinafter described, collectively "Grantor", for and in consideration of ONE DOLLAR (\$), in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant, assign, convey unto and warrant and defend Entergy Louisiana, LLC, and its successors and assigns, collectively "Grantee", a right-of-way, servitude and easement **Fifteen (15') Feet** in width for the location, construction, reconstruction, improvements, repairs, operation, inspection, patrol, replacement and maintenance of overhead and underground electric power and communication facilities, or the removal thereof, now or in the future, including, but not necessarily limited to, insulators, wires, cables, conduits, hardware, transformers, switches, guy wires, anchors, and other equipment, structures, material and appurtenances, now or hereafter used, useful or desired in connection therewith by Grantee over, across, under or on that land of Grantor in the Parish of Calcasieu, State of Louisiana described as follows, to-wit:

Certain tracts or parcels of land situated in the Southwest Quarter of the Northeast Quarter (SW/4 of NE/4) of Section 23, Township 10 South, Range 09 West, Parish of Calcasieu, State of Louisiana. Physical address: 2200 W. McNeese Street, Sulphur, LA 70663.

The location of the right(s) of way, servitudes(s) and easement(s) herein granted is more clearly shown, indicated or delineated in red on the attached drawing hereto and made a part hereof, together with the right of ingress and egress to and from said right-of-way across the adjoining land of the Grantor and the right to attach wires and cables of any other party to Grantee's facilities.

Unless otherwise herein specifically provided, the center line of the electric power lines initially constructed on this right-of-way shall be the center line of said right-of-way.

Grantee shall have the full and continuing right to clear and keep clear vegetation within or growing into said right-of-way and the further right to remove or modify from time to time trees, limbs, and/or vegetation outside the said right of way which the Grantee considers a hazard to any of its electric power or communications facilities or a hazard to the rendering of adequate and dependable service to Grantor or any of Grantee's customers, by use of a variety of methods used in the vegetation management industry.

Grantor shall not construct or permit the construction of any structure, obstruction or other hazard within the said right-of-way, including but not limited to, house, barn, garage, shed, pond, pool or well, excepting only Grantor's fence(s) and Grantee's facilities. Grantor shall not construct or permit the construction of any buildings or other structures on land adjoining said right-of-way in violation of the minimum clearances from the lines and facilities of Grantee, as provided in the National Electrical Safety Code.

IN WITNESS WHEREOF, I (we) hereto set my (our) hand, at \_\_\_\_\_, Louisiana, this \_\_\_\_\_ day of \_\_\_\_\_, 2019, in presence of two competent witnesses, who sign with me (us).

WITNESSES:

GRANTOR:  
**CALCASIEU PARISH SCHOOL BOARD,  
STATE OF LOUISIANA**

(Sign) \_\_\_\_\_

By \_\_\_\_\_

(Print Name) \_\_\_\_\_

**Karl Bruchhaus, Superintendent**

(Sign) \_\_\_\_\_

(Print Name) \_\_\_\_\_

**ACKNOWLEDGMENT**

STATE OF LOUISIANA

PARISH OF CALCASIEU

On this \_\_\_\_\_ day of \_\_\_\_\_, 2019, before me appeared **Karl Bruchhaus**, to me known to be the person described in and who executed the foregoing instrument in his/her capacity as **Superintendent** for the **Calcasieu Parish School Board** and acknowledged that he/she executed the same as his/her free act and deed and in the capacity there instated.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public: \_\_\_\_\_

Bar Roll # or Notary I.D. \_\_\_\_\_

My commission expires \_\_\_\_\_

Grantee's Permanent Mailing Address: 303 N. Ryan Street, Lake Charles, LA 70601





**Item 10.F.**

TO: Board Members  
FROM: Wilfred Bourne, CFO  
SUBJECT: Chennault/Merganser Street road widening right-of-way  
DATE: December 3, 2019

The Chennault International Airpark Authority (CIAA) is currently undergoing a campaign to expand its operations to a larger business clientele. In conjunction with this effort, CIAA is working with the City of Lake Charles to widen Merganser Street from a two-lane street to a four-lane street. Calcasieu Parish School Board approval of a right-of-way is needed to enable use of a 1,651 square foot parcel for the benefit of CIAA and the City of Lake Charles. Merganser Street is currently the main entrance for Chennault Airport and its tenants, SOWELA's primary parking area, Mallard Cove golf course, CPSB maintenance base, SOWELA/Phillips 66 Process Technology Center, Harbour House and the Sheriff's Law Enforcement Academy. Significant traffic backups occur daily at the entrance/exit of Merganser. Tractor trailer trucks are also impeded at the existing entrance/exit.

CIAA engineers have determined that the widened roadway would encroach on a small piece of CPSB property on the west side of the proposed widened roadway. To ensure administrative accuracy and a legal means to move forward with this road widening project, Calcasieu Parish School Board approval must be obtained to acquire a right of way. This piece of property is currently nothing more than a concrete pad that was once the airbase tarmac and is unusable by the CPSB. There will be no physical change to the property other than road striping to demarcate the roadway. There will be no impact to any CPSB operations. Any required future maintenance will be done by CIAA/City of LC. The attached maps and pictures detail the area in question.

Staff recommendation: Grant requested right-of-way for the benefit of CIAA (and City of Lake Charles) and authorize president to sign all necessary documents.

*Building Foundations for the Future*



# Merganser Road Widening

*Calcasieu Parish School Board*

December 10, 2019

**CHENNAULT**  
INTERNATIONAL AIRPORT

# Why Is it Important

---

- Significant back-ups (in and out)
- Currently, this is the only entrance to the following agencies;
  - Chennai Airport and associated tenants
  - Sowela (primary parking) and Phillips 66 Tech Processing Center
  - Sheriff's Law Enforcement Academy
  - Harbour House
  - Mallard Cove Golf Course
- Enables a formal/demarcated entrance for Chennai Airport or Sowela
- Difficult or impossible for tractor trailer trucks to negotiate the turn into/out of the airport when other vehicles present
- Current road design impedes Chennai expansion

# Economic Impact Analysis

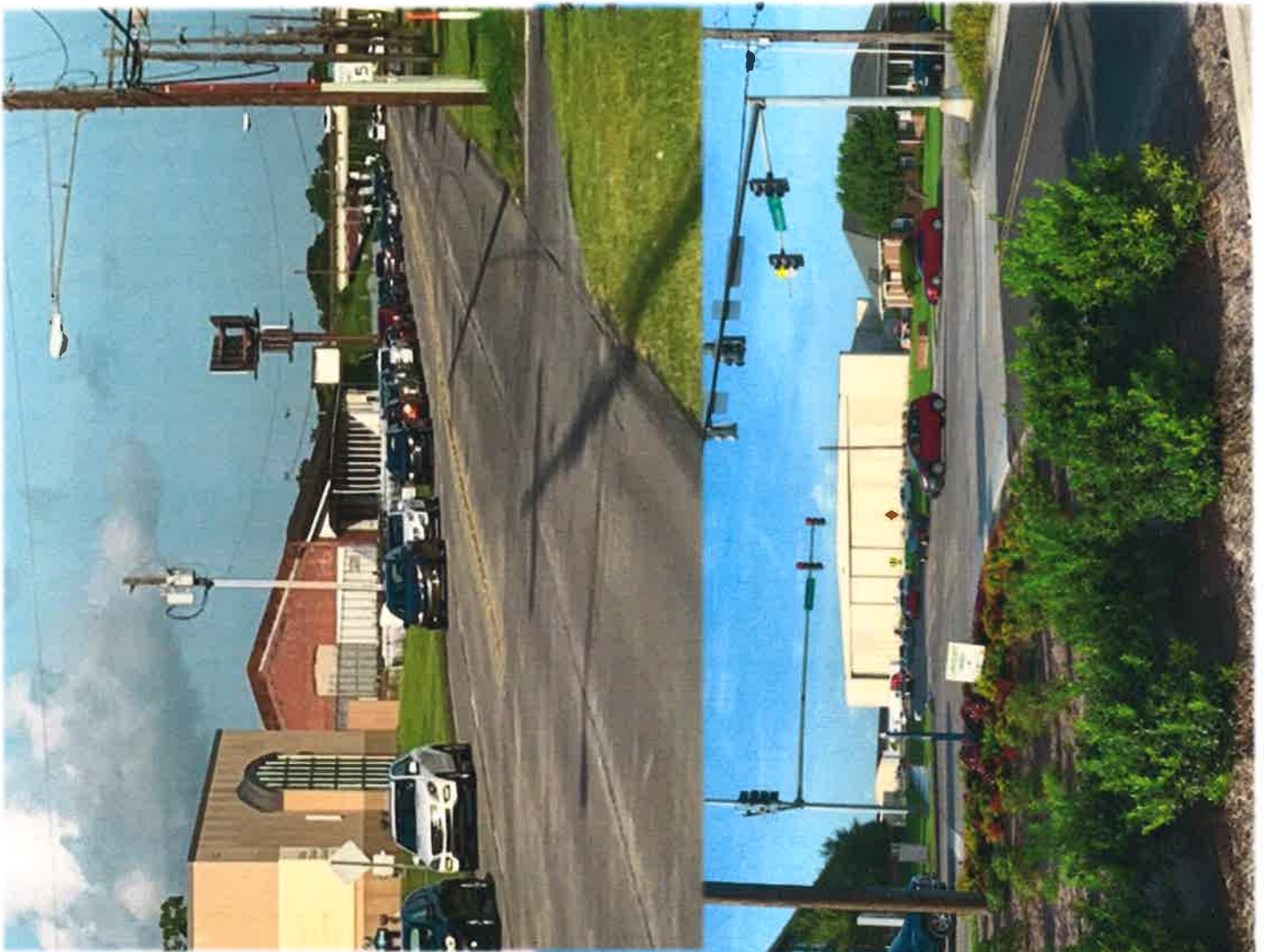
## Assumptions

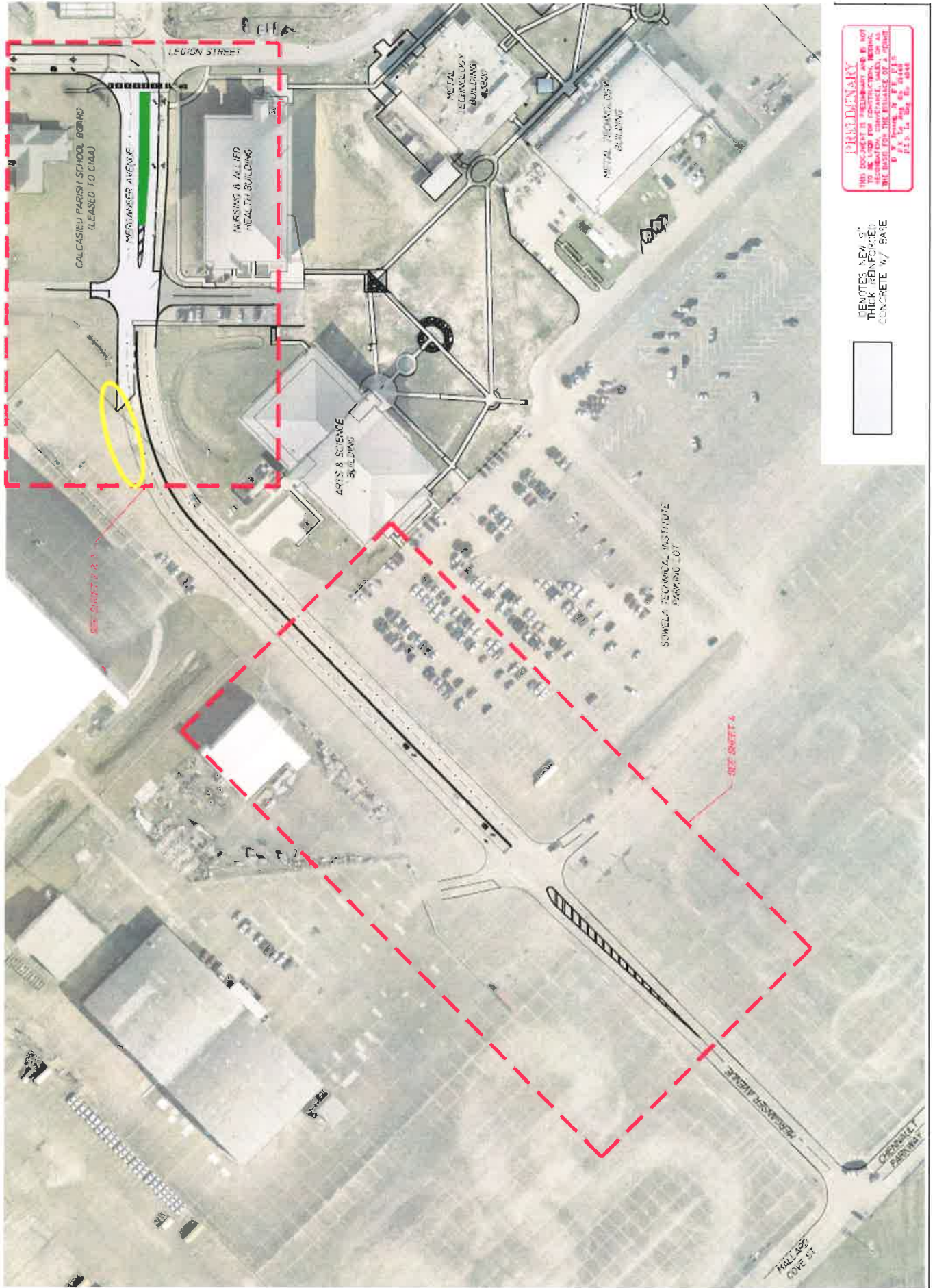
The study considers a partial development scenario to *illustrate an approximate break-even point* with private investments and long-term operations at a more limited level while still large enough to justify the public infrastructure investments.

- Public Capital Investments: \$280 M
- Private Capital Investments: \$516 M



Defining the Return on Investment





**PRELIMINARY**  
THIS DOCUMENT IS PRELIMINARY AND IS NOT TO BE USED FOR CONSTRUCTION, RECORDING, OR THE BASIS FOR THE FINANCING OF A STATE.  
BY: [Signature]  
DATE: [Date]

REMOVES VIEW OF  
THICK REINFORCED  
CONCRETE W/ BASE



CALCASIEU PARISH SCHOOL BOARD  
(LEASED TO CIAA)

LEGION STREET

MERIWETHER AVENUE

NURSING & ALLIED  
HEALTH BUILDING

ARTS & SCIENCE  
BUILDING

METAL TECHNOLOGY  
BUILDING

METAL TECHNOLOGY  
BUILDING

SOWELA TECHNICAL INSTITUTE  
PARKING LOT

SEE SHEET 4

SEE SHEET 4

TALLOPOOSA COVE ST

CHENAILL PARKWAY



# CALCASIEU PARISH SCHOOL BOARD

## EXHIBIT A

DECEMBER 02, 2019

A TRACT OF LAND LYING IN SECTION 3, TOWNSHIP 10 SOUTH, RANGE 8 WEST, CALCASIEU PARISH, LOUISIANA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINS AT THE INTERSECTION OF THE SOUTH RIGHT OF WAY LINE OF SENATOR J. BERNETT JOHNSTON AVENUE (LEGION STREET) AND THE WEST RIGHT OF WAY LINE OF MERGANSER STREET; THENCE ALONG THE WEST RIGHT OF WAY LINE OF MERGANSER STREET THE THREE (3) FOLLOWING CALLS: 501.20111"W, A DISTANCE OF 310.70 FEET; N88°39'49"W, A DISTANCE OF 10.42 FEET; S01°31'58"W, A DISTANCE OF 26.56 FEET; TO A TANGENT POINT ON A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 490.00 FEET, A CENTRAL ANGLE OF 14°53'19", AND A CHORD BEARS S05°54'42"E, AND A CHORD LENGTH OF 119.53 FEET; THENCE ALONG SAID CURVE A DISTANCE OF 119.53 FEET TO THE POINT OF BEGINNING, SAID POINT ALSO BEING ON A PROPERTY LINE OF CHERNAULT INTERNATIONAL AIRPORT AUTHORITY AS PER CONVEYANCE BOOK 2459, AT PAGE 229, RECORDS OF CALCASIEU PARISH, LOUISIANA; THENCE ALONG A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 460.00 FEET, A CENTRAL ANGLE OF 37°08'59", AND A CHORD WHICH BEARS S28°24'51"E, AND A CHORD LENGTH OF 241.79 FEET; THENCE ALONG SAID CURVE AND THE RIGHT OF WAY OF MERGANSER STREET A DISTANCE OF 241.79 FEET; THENCE N43°18'20"W, A DISTANCE OF 67.25 FEET TO A TANGENT POINT ON A CURVE TO THE RIGHT, SAID CURVE HAVING A RADIUS OF 255.00 FEET, A CENTRAL ANGLE OF 18°09'47", AND A CHORD WHICH BEARS N34°23'27"W, AND A CHORD LENGTH OF 80.84 FEET; THENCE ALONG SAID CURVE A DISTANCE OF 80.84 FEET TO A TANGENT POINT OF A CURVE TO THE RIGHT, SAID CURVE HAVING A RADIUS OF 470.75 FEET, A CENTRAL ANGLE OF 07°31'37", AND A CHORD WHICH BEARS N21°32'45"W, AND A CHORD LENGTH OF 61.84 FEET; THENCE A DMC SAID CURVE A DISTANCE OF 61.84 FEET IN THE SAID PROPERTY LINE OF CHERNAULT INTERNATIONAL AIRPORT AUTHORITY, THENCE N10°04'09"E, ALONG SAID PROPERTY LINE OF CHERNAULT INTERNATIONAL AIRPORT AUTHORITY, A DISTANCE OF 37.48 FEET TO THE POINT OF BEGINNING, CONTAINING 1651 SQUARE FEET MORE OR LESS.

### GENERAL NOTES

1. THE BLANKS SHOWN HEREON ARE BASED UPON THE LOUISIANA COORDINATE SYSTEM OF 2011 SOUTH ZONE.
2. THE SURVEYOR HAS MADE NO INVESTIGATION OR INTERFERENT SEARCH FOR ENCUMBRANCES OR RECORDS OF RECORD THAT WOULD AFFECT THIS SURVEY.
3. CURRENT BILL SEARCH MAY DISCLOSE WHICH MAY AFFECT THE TRACT SURVEY.

**SOVELA TECHNICAL**  
COMMUNITY COLLEGE  
(CONV. BK 8866 PG 877)



CURVE #	LENGTH	RADIUS	CHORD DIRECTION	CHORD LENGTH	DELTA ANGLE	TANGENT
C1	119.53	490.00	S05°54'42"E	119.53	14°53'19"	60.10
C2	2+1.70	460.00	S28°24'51"E	236.02	30°06'50"	123.76
C3	80.84	255.00	N34°23'27"W	80.84	18°09'47"	40.76
C4	61.84	470.75	N21°32'45"W	61.84	7°31'37"	30.57



PARCEL No.	OWNER	TYPE	AREA (SF)
TRACT 3	CALCASIEU PARISH SCHOOL BOARD	RIGHT-OF-WAY	1651

DATE	BY	SCALE	PROJECT
12/02/2019	ONE A. THOMPSON	N/A	04-2019-04 (Chennault Boulevard Extension)

DATE	BY	SCALE	PROJECT
12/02/2019	ONE A. THOMPSON	N/A	04-2019-04 (Chennault Boulevard Extension)

**DWAJ**  
I. W. JESSIE R. ASANAKIS, I.L.C.  
Civil and Consulting Engineers, Lake Charles, Louisiana  
117 W. JONES ST., P.O. BOX 111, Lake Charles, Louisiana 70601  
TEL: 337-533-1111 FAX: 337-533-1112

PROJECT No. 04-2019-04  
CALCASIEU PARISH SCHOOL BOARD  
CHENNAULT INTERNATIONAL AIRPORT AUTHORITY  
MERGANSER AVENUE RIGHT OF WAY EXHIBIT  
EXHIBIT A  
SHEET NUMBER 1



# A New Gateway to a Transforming Airport

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## Extension Academy Application

In September 2019, the Louisiana Department of Education released information regarding an alternative graduation plan that will include, for a designated cohort of students, a fifth year of high school. The purpose of this innovation is to provide students, who are on track to graduate but not on track to participate in a low-cost post-secondary college or training program, with a one-year extension to attain a Regents-recognized associate degree, a registered pre-apprenticeship or an advanced Industry Based Credential (IBC). Extension Academy students shall be counted in the LEA's MFP formula. Although these students will have completed graduation requirements, they will not exit with their cohort. This will not negatively affect the school's graduation rate.

Specifically the Extension Academy will:

- provide a debt free, accelerated, dual enrollment college experience for a period of no more than five years of high school that is aligned to Louisiana's top-rated 4 and 5 star jobs
- prepare students for work, through employer driven work-based learning experiences, internships, or apprenticeships
- ensure the attainment of Regents-recognized associate degrees, registered apprenticeships, or an advanced Industry Based Credential
- facilitate student success after graduation through post-secondary transitional coaching

The Career and Technical Education Department is actively researching the application/evaluation rubric provided by LDOE in preparation for submission by the November 20, 2019 deadline. The CPSB College Programs Coordinator will be involved in proposing the associate degree programs that will be offered to Extension Academy students. The Counselor Consultant will work with the CTE Career Coach to determine the criteria by which students will be selected for the program. Upon approval from LDOE, the application will go before the BESE/Regents Joint Board on December 11, 2019.



# Calcasieu Parish School Board

BUILDING FOUNDATIONS FOR THE FUTURE

Karl Bruchhaus, Superintendent

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

**FROM:** JENNIFER HAGAN, PURCHASING SUPERVISOR

**RE:** BIDS FOR DECEMBER 2019

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**PERMISSION TO ADVERTISE:**

CAFETERIA STEAM TABLES  
IOWA HIGH SCHOOL  
TS COOLEY ELEMENTARY SCHOOL  
FOOD SERVICES FUND

**BID REPORTS:**

NONE

*Building Foundations for the Future*

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

November 14,2019

DESCRIPTION:

Reroofing at Western Heights Elementary School

FUNDS: Sd # 23 Bond Funds

BID NUMBER: 2020-07PC

DESIGNER: King Architects , Inc.

CONTRACTOR	BASE BID
Morcore Roofing	\$1,750,000.00
Ferguson Roofing	No Bid
Daughdrill Roofing	\$1,623,739.00
Ryacars Construction LLC	\$1,705,525.00
Industrial Roofing & Construction	\$2,064,600.00
Roofing Solutions	\$1,644,900.00

The Committee recommends award of the contract to:

Daughdrill Roofing

(Base Bid) in the amount of: \$1,623,739.00

One Million Six Hundred Twenty Three Thousand Seven Hundred and Thirty Nine Dollars and no/100  
as the lowest qualified bidder meeting specifications.

# 13. A

## CHANGE ORDER

Change Order No.: 20  
Date: November 25, 2019  
Contract Date: April 24, 2017

Project: **Calcasieu Parish School Board  
Classroom Pods – Phase X**

Project No.: **Calcasieu Parish School Board - Project No. 2017-05PC  
Champeaux Evans Hotard - Project No. 1715**

To: **Miller & Associates Development Co., Inc.  
P. O. Box 700  
Iowa, LA 70647**

You are directed to make the following change(s) in this Contract:  
(Attach Itemized Breakdown)

The Original Contract Sum	<b>\$13,495,000.00</b>
Net Change by Previous Change Order	<b><u>\$1,831,453.37</u></b>
Contract Sum Prior to this Change Order	<b>\$15,326,453.37</b>
Contract Sum will be <b>increased</b> by this Change Order	<b><u>\$31,414.00</u></b>
New Contract Sum Including this Change Order	<b>\$15,357,867.37</b>

Contract Time will be **increased** by **30 days**  
Revised Contract Completion Date: **December 8, 2020**

### RECOMMENDED

**Champeaux Evans  
Hotard, APAC  
(ARCHITECT)**

**702 Dr. Michael DeBakey Dr.  
Lake Charles, LA 70601  
70602**

By: 

Dated: 11/25/2019

### ACCEPTED

**Miller & Associates  
Development Co., Inc.  
(CONTRACTOR)**

**P. O. Box 700  
Iowa, LA 70647**

By: \_\_\_\_\_

Dated: \_\_\_\_\_

### APPROVED

**Calcasieu Parish  
School Board  
(OWNER)**

**P. O. Box 800  
Lake Charles, LA**

By: \_\_\_\_\_

Dated: \_\_\_\_\_

**Calcasieu Parish School Board**  
**Classroom Pods – Phase X**  
**Change Order No.20 - Recap**  
**CEH Project # 1715**  
**November 25, 2019**  
**Page 2 of 2**

**Change Order Request No. 99-6**

**Sam Houston High School** – Provide and install (2) additional fire alarm horn strobe, and change (1) horn strobe to voice evac. speaker strobe at the Teacher’s Workroom and Restrooms, as requested by the Louisiana State Fire Marshal Inspector. (Refer to supporting documentation, attached hereto.)

Amount Requested:   **ADD**           **\$1,473.00**  
 Days Requested:       **ADD**           **0 days**

**Weather-Related Delays**

Weather-related delays documented for the following months, less days allowed for by the Contract Documents. (Refer to supporting documentation, attached hereto.)

<u>Month</u>	<u>Documented Weather Related Delays</u>	<u>Weather-Related Days Allowed</u>	<u>Additional Days Recommended</u>
July, 2019	11 days	(6 days)	5 days
August, 2019	8 days	(5 days)	3 days
September, 2019	6 days	(4 days)	2 days
October , 2019	13 days	(3 days)	<u>10 days</u>
		Days Requested:	<b>ADD    20 days</b>

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**Total Contract Amount modification recommended**           **ADD    \$31,414.00**  
**for Change Order No. 20**  
**Total Contract Time modification recommended**           **ADD    30 days**  
**for Change Order No. 20**



Date: **November 25, 2019**  
To: **Calcasieu Parish School Board  
Planning & Construction Department**  
Attn.: **Harold Heath, Construction Manager**  
From: **Champeaux Evans Hotard, APAC  
Brad Evans**  
Re: **CEH Project # 1715  
Calcasieu Parish School Board  
Classroom Pods - Phase X**

1000 Lakeshore Drive  
Lake Charles, LA 70601

ph 807.689.51  
fax 807.689.51

[www.champeaux.biz](http://www.champeaux.biz)

## **Change Order No. 20 – Recap**

### **Change Order Request No. 99-2**

**S.J. Welsh, Bell City High School, Sam Houston High School, LaGrange High School** – Provide and install heavy-duty weather stripping and meeting stile seals at all exterior metal doors, to provide additional protection against blowing rain, and provide smoke seals at stairwell doors. (Refer to supporting documentation, attached hereto.)

Amount Requested:	<b>ADD</b>	<b>\$5,253.00</b>
Days Requested:	<b>ADD</b>	<b>0 days</b>

### **Change Order Request No. 99-3**

**S.J. Welsh, Bell City High School, Sam Houston High School, LaGrange High School** – Provide and install lighted exist signage and exterior egress lighting at added doors in stairwells and multipurpose rooms, as required by applicable codes. (Refer to supporting documentation, attached hereto.)

Amount Requested:	<b>ADD</b>	<b>\$13,766.00</b>
Days Requested:	<b>ADD</b>	<b>0 days</b>

### **Change Order Request No. 99-5**

**S.J. Welsh** – Install galvanized chain link fencing around mechanical and electrical equipment adjacent to added sidewalks. Add bollards at downspout and sewer piping locations adjacent to added sidewalks. (Refer to supporting documentation, attached hereto.)

Amount Requested:	<b>ADD</b>	<b>\$10,922.00</b>
Days Requested:	<b>ADD</b>	<b>10 days</b>

## CHANGE ORDER

Change Order No: 2

Date: November 21, 2019

Project: Brenda Hunter Head Start  
Improvements - Phase II

Project No: MA1710A Bid No.: 2019-13PC

To: Calcasieu Parish School Board

You are directed to make the following change in this contract:  
(Attach itemized breakdown)

The Original Contract Sum \$1,259,000.00

Net Change by Previous Change Orders \$17,741.65

Contract Sum Prior to this Change Order \$1,276,741.65

Contract Sum will be (increased) by this Change Order: \$22,120.62

New Contract Sum including this Change Order \$1,298,862.27

Contract Time will be increased by this Change Order: 13 Days

Revised Contract Completion Date January 29, 2020

### RECOMMENDED

Moss Architects, Inc.  
(Designer)

3221 Ryan Street, Ste B  
Lake Charles, LA 70601

By: 

Date: 11/26/19

### ACCEPTED

Keiland Construction, LLC  
(Contractor)

600 Bayou Pines East, Ste G  
Lake Charles, LA 70601

By: \_\_\_\_\_

Date: \_\_\_\_\_

### APPROVED

Calcasieu Parish School Board  
(Owner)

3310 Broad Street  
Lake Charles, LA 70615

By: \_\_\_\_\_

Date: \_\_\_\_\_

**PROPOSED CHANGE ORDER ITEMS**

Date: November 21, 2019

Project: Brenda Hunter Head Start  
Improvements - Phase II

Project #: MA1710A

Change Order #: 2

- 1) Termite Damage; Remove and replace termite damaged areas **Add:** \$2,269.55
  
- 2) Provide additional drain pipe and catch basin and grading at area north of new Multipurpose Room addition for improved site drainage of Playground area. **Add:** \$6,213.49
  
- 3) Furnish all material, labor and equipment to complete the scope of work associated with the installation of approximately 177LF of new gutter and 7 downspouts, matching existing, and 7 new precast concrete splash blocks at each downspout. **Add:** \$13,637.58

**Total Amount Added This Change Order:** \$22,120.62

**Total Days Added This Change Order:** 13

## CHANGE ORDER

Change Order No: Two

Date: December 2, 2019

Project: Combre-Fondel Elementary  
Improvements - Phase II

Project No: MA1709A Bid No.: 2019-01PC

To: Calcasieu Parish School Board

You are directed to make the following change in this contract:  
(Attach itemized breakdown)

The Original Contract Sum	<u>\$2,351,300.00</u>
Net Change by Previous Change Orders	<u>\$107,942.84</u>
Contract Sum Prior to this Change Order	<u>\$2,459,242.84</u>
Contract Sum will be <u>increased</u> by this Change Order:	<u>\$5,157.00</u>
New Contract Sum including this Change Order	<u>\$2,464,399.84</u>
Contract Time will be <u>increased</u> by this Change Order:	<u>68</u> Days
Revised Contract Completion Date	<u>April 16, 2020</u>

### RECOMMENDED

Moss Architects, Inc.  
(Designer)

3221 Ryan Street, Ste B  
Lake Charles, LA 70601

By: 

Date: 12/3/19

### ACCEPTED

John D. Myers & Associates  
(Contractor)

3613 Ryan Street  
Lake Charles, LA 70605

By: \_\_\_\_\_

Date: \_\_\_\_\_

### APPROVED

Calcasieu Parish School Board  
(Owner)

3310 Broad Street  
Lake Charles, LA 70615

By: \_\_\_\_\_

Date: \_\_\_\_\_

**PROPOSED CHANGE ORDER ITEMS**

Date: December 2, 2019

Project: Combre-Fondel Elementary  
Improvements - Phase II

Project #: MA1709A

Change Order #: Two

1) Additional 3 months of rental expenses for the wood mats that were required by the pipeline companies to access the site due to inclement weather.

**Add:** \$5,157.00

3) Additional time extension due to inclement weather. May 2019 - October 2019

**Add:** 68

**Total Amount Added This Change Order:** \$5,157.00

**Total Days Added This Change Order:** 68

CHANGE ORDER

Change Order No.: 002  
Date: 11/12/2019  
Project: Pearl Watson Elem. Phase 2  
Request for additional contract time due to rain and mud days.

Project No.:  
022019

To:  
Calcasieu Parish School Board

You are directed to make the following change in this contract:  
(Attach Itemized Breakdown)

The Original Contract Sum \$845,000.00

Net Change By Previous Change Order \$6,289.00

Contract Sum Prior to this Change Order \$851,289.00

Contract Sum will be increased by \$0.00  
this Change Order

New Contract Sum including this Change Order \$851,289.00

Contract Time will be increased by 45 Days

Revised Contract Completion Date 12/9/19

RECOMMENDED  
Griggs Mitchell & Assoc., LLC  
(Designer)

ACCEPTED  
Pat Williams Const. LLC  
(Contractor)

APPROVED  
Calcasieu Parish  
School Board  
(Owner)

949 Ryan Street, Suite 130  
Lake Charles, LA 70601

1321 Hodges St.  
Lake Charles, LA 70601

P.O. Box 800  
Lake Charles, LA 70602

By: [Signature]  
Date: 11-15-19

By: [Signature]  
Date: 11/12/19

By: \_\_\_\_\_  
Date: \_\_\_\_\_

## Construction Contract Change Order SUMMARY

Date: 10/31/2019

COR #: 2

Project Name: Pearl Watson Elem. Phase 2

Contractor Name: Pat Williams Construction

Description of Work: Request for additional contract time due to rain and mud days.

General Contractor Direct Costs - Breakdown No. \_\_\_\_\_  
(See attached breakdown)

Total General Contractor Cost \_\_\_\_\_ %  
(General Contract Direct Cost plus OH&P) (Max: 15%)  

Subcontractor Cost Breakdowns  
(See attached.)

Subcontractor Name	Breakdown No.	A Total Direct Cost	B OH&P (Max 15%)	C Total A+(A X B)
			%	
			%	
			%	
			%	
			%	
			%	
			%	
			%	
			%	

Subcontractor Direct Costs Total  
(Sum column A)

Subcontractor Direct Costs + Subcontractor OH&P  
(Sum column C)

General Contractor OH&P on Subcontractor Direct Cost at \_\_\_\_\_ %  
(Sum column A times General Contractor OH&P rate. ) (Max: 10%)  

Total Subcontractor Costs \_\_\_\_\_  
(Subcontractor Direct Costs + OH&P + General Contractor OH&P)  

Change Order Subtotal \_\_\_\_\_  
(Sum of Total General Contractor Costs and Total Subcontractor Costs)  

Performance and Payment Bond at \_\_\_\_\_ %  
(Change Order Subtotal times Performance and Payment Bond rate)

Amount will be  increased  decreased  unchanged by \_\_\_\_\_  
(Sum of Change Order Subtotal and Performance and Payment Bond)

Days will be  increased  decreased  unchanged by 45  
(Attach supporting data such as meteorological reports)

## RECOMMENDATION OF ACCEPTANCE

**Dated:** November 27, 2019

**Project No.:** Calcasieu Parish School Board – Project No. 2017-05PC  
Champeaux Evans Hotard - Project No. 1715

**Project Name:** Classroom Pods – Phase X  
Riverboat Funds – No.2017-05PC  
Calcasieu Parish School Board

**Architect:** Champeaux Evans Hotard, APAC / C.R. Fugatt, AIA  
702 Dr. Michael DeBakey Drive  
Lake Charles, LA 70601

**Contractor:** Miller & Associates Development Co., Inc.  
P. O. Box 700  
Iowa, LA 70647

**Owner:** Calcasieu Parish School Board  
c/o Planning & Construction Department  
3800 Mallard Cove Drive  
Lake Charles, LA 70615

I hereby certify that, to the best of my knowledge and belief, this project is complete or substantially complete, in accordance with the plans and specifications to a point that it can be used for the purpose intended, and I hereby recommend that this project be accepted.

**Date of Acceptance by Architect: November 27, 2019**

**Contract Date of Completion: December 8, 2020**

**Number of Days ~~Over Run~~ / Under Run: Three Hundred Seventy-Seven (377) Days**

**Liquidated Damages Per Day Stipulated in Contract: \$400.00 / day**

**Value of Punch Lists (Itemized Lists for Each Pod Site Attached): \$109,750.00**

**Was Part of the Project Occupied Prior To Acceptance: Yes**

RECOMMENDATION OF ACCEPTANCE

Calcasieu Parish School Board - Project No. 2017-05PC  
Champeaux Evans Hotard - Project No. 1715  
Classroom Pods – Phase X  
Riverboat Funds – No. 2017-05PC  
Calcasieu Parish School Board

Parish of Calcasieu  
State of Louisiana

Portion(s) Occupied Prior To Acceptance (Attach Beneficial Occupancy Forms):

- Iowa High School, 6-Classroom Pod**
- Iowa Middle School, 6-Classroom Pod**
- LeBleu Settlement Elementary School, 6-Classroom Pod**
- A.A. Nelson Elementary School, 8-Classroom Pod**
- College Street T&I, 8-Classroom Pod**
- E.K. Key Elementary School, 8-Classroom Pod**
- Sulphur High School 9<sup>th</sup> Grade, 8-Classroom Pod**
- Positive Connections Building No.1, 6-Classroom Pod**
- Positive Connections Building No.2, 6-Classroom Pod**
- S.J. Welsh Middle School, 2-Story, 16-Classroom Pod**
- Bell City High School, 2-Story, 16-Classroom Pod**
- Sam Houston High School, 2-Story, 16-Classroom Pod**

Accepted:   
Champeaux Evans Hotard, APAC

For Use By Owner:

I concur in the Acceptance of this project: \_\_\_\_\_  
Calcasieu Parish School Board

NAME	POSITION	LOCATION	DATES	ADDITIONAL INFO
<b>RESIGNATION</b>				
Jill Crain	TAP Executive Master Teacher	Curriculum & Instruction	12/06/19	Accepted other employment
Traci Ducote	Teacher	Moss Bluff Elementary	12/20/19	Accepted other employment
Daphne Waxley	Paraprofessional	Gillis Elementary	11/07/19	Personal reasons
Tamela Lee	Teacher	Positive Connections	11/07/19	Accepted other employment
Elijah Washington	Custodian	Molo Middle School	11/13/19	Personal reasons
Carol Trombly	Teacher	E.K. Key Elementary	11/21/19	Personal reasons
Maria Kamrowski	Paraprofessional	Iowa High	12/31/19	Personal reasons
Johne Marshall	Bus Aide	Gillis Elementary	11/04/19	Personal reasons
Cecil Thomas	Teacher	CPAS	11/04/19	Personal reasons
Nathan Clophus	Teacher/Coach	DeQuincy Middle	11/29/19	Personal reasons
Reva Lewis	Field Auditor	Sales & Use Tax	12/06/19	Personal reasons
Kyle Landry	Teacher	Sulphur High 9th	01/06/20	Personal reasons
Danielle Guillory	School Nurse	Nursing Department	01/06/20	Accepted other employment
Kimberly Foreman	Curriculum Coordinator	F.K. White Middle	12/01/19	Personal reasons
Rosalie Ange	Teacher	Prien Lake Elementary	12/20/19	Personal reasons
Tanera Thigpen	Clerk	Early Childhood	12/02/19	Personal reasons
Cara Richard	Teacher	S.J. Welsh Middle	12/01/19	Personal reasons
<b>RETIREMENT</b>				
Debbie Fruge	Clerk	Elementary Department	03/14/20	
Paulette Arceneaux	Cafeteria Manager	DeQuincy Primary	11/20/19	

Brenda Nixon	Counselor	T.S. Cooley Elementary	01/15/20	
Kathie Pickett	Bus Driver	E.K. Key Elementary	12/20/19	
Deb Guidry	Administrative Assistant	Personnel Department	01/03/20	
<b>MATERNITY LEAVE</b>				<b>Due Date:</b>
Sharyne Conner	Teacher	W.T. Henning Elementary	12/16/19 - 2/10/20	12/25/19 [B]
Brittany Fontenot	Teacher	Cypress Cove Elementary	1/13/20 - 4/6/20	1/17/20 [B]
Morgan Hall	Teacher	DeQuincy Elementary	2/7/20 - 5/18/20	2/12/20 [B]
Brittney Nash	Teacher	R.W. Vincent Elementary	1/13/20 - 2/24/20	1/17/20 [B]
Carmen Brown	Assistant Principal	R.W. Vincent Elementary	2/17/20 - 4/20/20	2/20/20 [B]
Kassidy Reeves	Teacher	LaGrange High	11/18/19 - 2/17/20	12/6/19 [B]
Brittney Devillier	School Nurse	Nursing Department	1/20/20 - 3/2/20	1/20/20 [B]
Kathryn Pruitt	Teacher	Barbe High	1/13/20 - 3/30/20	1/30/20 [B]
<b>LEAVE WITHOUT PAY</b>				
Brittany Phillips	Paraprofessional	Positive Connections	11/12/19 - 2/3/20	
<b>MEDICAL SABBATICAL</b>				
Brittini Landry	Teacher	Moss Bluff Elementary	Spring 2019-2020	
Paul Champagne	Assistant Principal	Western Heights Elementary	Spring 2019-2020	
Kristy Routt	Teacher	Moss Bluff Middle	Spring 2019-2020 & Fall 2020-2021	
Farrah Ezell	Teacher	Moss Bluff Elementary	Spring 2019-2020	
Leslie McFarland	Teacher	W.T. Henning Elementary	Spring 2019-2020	
Karen Sue Lanza	Teacher	S.J. Welsh Middle	Spring 2019-2020	

APPROVED 12/2/19

