

AGENDA
CALCASIEU PARISH SCHOOL BOARD
3310 BROAD STREET
LAKE CHARLES, LOUISIANA
Tuesday, August 14, 2018

1. **Prayer/Pledge of Allegiance** – Alvin Smith
2. **Roll Call**
3. **Approval of Minutes**
 - A. July 10, 2018
4. **Presentations**
 - A. Jamey Rasberry, Director of LCMH Sports Medicine
5. **Superintendent's Report**
6. **Executive Session**
 - A. Review 2018-2019 Crisis Management Plan, Safety and Security/Skylar Giardina
 - B. Take Action on Crisis Management Plan, Safety and Security
7. **Committee Report**

(None)
8. **Take Appropriate Action**
 - A. Approval of Resolution to Employ Special Counsel/Pending Litigation/Attorney David Morgan
 - B. Approval of Resolution to Employ Special Counsel/Family Medical Leave Act/Attorneys Hammonds, Sills
 - C. Approval of Resolution to Employ Special Counsel/Pending Litigation/Attorney Robert Landry
 - D. Approval of Resolution for Industrial Tax Exemption/Citadel Completions, LLC

- E. Approval of Striving Readers Comprehensive Literacy Program grant proposal
- F. Approval of Cooperative Endeavor Agreement- CPSB, MSU, Louisiana Art Education Association, Art associates of Lake Charles, Inc., and Imperial Calcasieu Museum, Inc.
- G. Approval of 2018-2019 Pupil Progression Plan

9. Bid Reports

- A. Bid #2019-16 – Small Equipment/Wares/School Food Services Department

10. Permission to Advertise

- A. E-rate services and equipment for 2019-2020 fiscal year
- B. Combre-Fondel Elementary Improvements, Phase II/District 31 Bond Funds
- C. Gillis Elementary Improvements, Phase II/New 2- story classroom pod/\$50 million dollar allocation

11. Correspondence

- A. Beneficial Occupancy for Classroom Pods- Phase X - A.A. Nelson Elementary
- B. Beneficial Occupancy for Classroom Pods – Phase X – E.K. Key Elementary
- C. Beneficial Occupancy for Limestone Stacking Drive – A.A. Nelson Elementary
- D. Beneficial Occupancy for Drop-off and Pick-up Canopy – A.A. Nelson Elementary
- E. Change Order Number Two (2) for the Project “Limestone Stacking Drive, A.A. Nelson Elementary, Project #2017-12PC; Champeaux, Evans, Hotard, Designer; Merrick, L.L.C., Contractor; *Increase* of \$39.14.
- F. Change Order Number Two (2) for the Project, “College Street Vocational Center Welding Shop Upgrades,” Project #2018-09PC; Brossett Architect, LLC; Seth Priola Construction, Contractor; *Increase* of Forty (40) days.

12. Condolences/Recognitions

13. Schedule Committees

September 25, 2018.....Budget Committee, 5:00 p.m.

14. Adjourn Meeting

July 10, 2018

DATE, TIME, PLACE OF MEETING

CFO Wilfred Bourne held the 2018-2019 Budget Hearing for the public at 4:30 p.m. in the Board Room.

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, July 10, 2018, at 5:00 p.m.

The meeting was called to order by Mack Dellafosse, President. The prayer and Pledge of Allegiance were led by Eric Tarver.

ROLL CALL

The roll was called by Superintendent Bruchhaus and the following members were present: Eric Tarver, Glenda Gay, Dean Roberts, Fred Hardy, Annette Ballard, Ron Hayes, Mack Dellafosse, Damon Hardesty, Alvin Smith, Chad Guidry, Russell Castille, Wayne Williams, and John Duhon.

Mr. Breaux and Mr. Natali were absent.

APPROVAL OF MINUTES

Mr. Hayes, with a second by Mr. Hardesty, offered a motion to approve the Minutes of June 12, 2018. The motion carried on a unanimous vote.

PRESENTATIONS

A. Presentation of Barbe High School Perfect Attendance student by Keith LeLeux and Wayne Smith, representing CWA, and Principal Randy Yellott:

Gabriela Yanis Quinones

SUPERINTENDENT'S REPORT

All Board Members have received the June Head Start Report.

Program Governance

Policy Council meeting was held on June 18, 2018. The following items were approved:

July 10, 2018

May 21st Policy Council Minutes
May's Director's Report
May's Attendance Report
May's Financial Report
2018 Cost of Living (COLA) Grant Application
2017-2018 Financial Reports Amendments

Program Operations

Enrollment – Closed

Coordinated Enrollment is still in process. Applications were accepted online from June 1st– June 30th. The online database will open on July 15th.

3. I would like to report our current sales tax numbers for our general fund which show June, 2018, collections at \$3,958,153 or 38.9 % above budget for the 12th month of the 2017-2018 year.

Collections are \$4,024,965 or 22.2 % below collections for the same month last year.

Collections for the 2017-2018 year after twelve months are \$56,234,112 or 39.1 % over budget and \$37,921,742 or 23.4 % over the same time period last year.

4. Just a reminder to all Board Members that qualifying dates for the Tuesday, November 6, board election are July 18, July 19, and July 20. More information on this was given to you in your board packet last month.

5. School test scores are in and there will be more information sent to you. Student test scores will be available after the beginning of the 2018-2019 school year.

COMMITTEE REPORTS

A. A&P Committee, June 26, 2018/Eric Tarver, *Chair*

Mr. Tarver gave the following report:

The Calcasieu Parish School Board Administration and Personnel Committee met Tuesday, June 26, 2018 in the Board Room at 3310 Broad Street, Lake Charles, Louisiana. A quorum was present.

Mr. Tarver called the meeting to order at 5 p.m. The prayer and Pledge of Allegiance was led by Ron Hayes.

Present: Eric Tarver, Chair, Committee members, Chad Guidry, Annette Ballard, John Duhon,

July 10, 2018

Fred Hardy, Dean Roberts, Alvin Smith, Wayne Williams and Shannon LaFargue, Secretary. Other Board Members present were Russell Castille, Mack Dellafosse, Glenda Gay, Ron Hayes and Aaron Natali.

Absent : Damon Hardesty

Dr. LaFargue discussed Transportation – Purchasing of Buses vs. Leasing of Fleet Recommendation.

Our current bus garage, contract services, ownership of the fleet, and leasing when needed are efficiently and functionally meeting the needs of our district logistically and fiscally. Based on this information, staff recommends continuing the yearly purchase of buses on the proposed rotation.

Year	Purchase of Buses	Estimated Cost
2018-19	23 times \$76,554.72	\$1,760,758.56
19-20	35 times \$75,549.72	\$2,644,240.20
20-21	35 times \$75,549.72	\$2,644,240.20
21-22	35 times \$75,549.72	\$2,644,240.20
22-23	20 times \$76,554.72	\$1,760,758.56
23-24	20 times \$76,554.72	\$1,760,758.56

****Prices may vary****

There was much discussion on the subject.

On a motion by Mack Dellafosse and seconded by Ron Hayes, it was recommended to approve the yearly purchases of buses on the proposed rotation.

On behalf of the committee, Mr. Tarver offered a motion to approve. A second was not needed and the motion carried on a unanimous vote.

Next, Dr. LaFargue discussed School Nutrition Program – Debt Collection Recommendation. Mrs. Richard also provided more details regarding these matters and answered questions specific to the recommendations.

There was much discussion on the subject.

On a motion by Ron Hayes and seconded by Mack Dellafosse, it was recommended to approve and classify current student debt as bad debt using General Fund to eliminate all debt and seek a collection agency for outstanding balances at the end of each year.

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On behalf of the committee, Mr. Tarver offered a motion to approve. A second was not needed and the motion carried on a unanimous vote.

Then, Dr. LaFargue discussed Personnel – On-Boarding Update (on-line applications).

The Personnel Department, Payroll Department, Management Information Systems Department, Public Information Department, and the Technology Department have collaborated to upgrade CPSB's Onboarding systems to the 21st Century. This collaboration has produced a user-friendly, efficient, and professional process for applicants and administrators in the district.

Pam Arseneault, the Elementary Personnel Supervisor showcased the essential aspects of our new Onboarding process.

This item was for informational purposes only and did not require a vote.

Next, Dr. LaFargue discussed Maintenance Update.

Through School Dude, our software that we utilize to coordinate maintenance requests, work orders, and completion of those requests, we have compiled yearly data to show trends and the number of work orders that our department processes in a year's time.

Mr. Kenny Brown also presented information on this matter.

This item was for informational purposes only and did not require a vote.

Then, Mr. Bourne discussed CPSB Policy Recommendations. Purchasing (DJE) and Expense Reimbursement (DJD). There were minor revisions to the language and staff recommended approval. Item GBDA – AP, Bus Operator Hiring Procedures was pulled.

No action could be taken due to lack of a quorum.

Mr. Tarver offered a motion to approve, with a second by Mr. Hayes. The motion carried on a unanimous vote.

Next, Mr. Bourne discussed Sulphur High School and Combre Fondel – Purchase of Property. Staff recommended exploration and authority to perform appraisals as necessary.

No action could be taken due to lack of a quorum.

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Mr. Tarver offered a motion to approve, with a second by Mr. Hardesty. The motion carried on a unanimous vote.

Then, Dr. LaFargue presented the next item which were revisions to Calcasieu Parish School Board policies. Policies BC, School Board Meetings, DJA, Authorized Signatures, GBRIBA, Family and Medical Leave Act, JCAB, Student Searches, and JGC, Student Health Services. There were minor revisions to the language and staff recommended approval as presented.

No action could be taken due to lack of a quorum.

Mr. Tarver offered a motion to approve, with a second by Mr. Hardesty. The motion carried on a unanimous vote.

Next, Mr. Bourne discussed Salary Schedules and the few suggested changes before recommending approval.

No action could be taken due to lack of a quorum.

Submitting a blue card to address the Board: Kathleen Smith, CFT

Mr. Tarver offered a motion to approve, with a second by Mr. Hardesty. The motion carried on a unanimous vote.

There being no further business to discuss, on a motion by Ron Hayes and seconded by Wayne Williams the committee adjourned the meeting at 8:00p.m.

TAKE APPROPRIATE ACTION

Mr. Dellafosse read the following items and asked that Items C. and D. be moved prior to Item A.

C. Appointment of Calcasieu Parish School Board West Calcasieu Representative for Chenault Board of Commissioners

Charles K. Dagleish – appointed as the West Calcasieu Representative by multi-round voting
Kenneth W. Nabours
Ashley R. Boutte

Voting Results:

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Round 1: Ashley Boutte, 9, Charles Dalglish, 10, Kenneth Nabours, 2

Round 2: Ashley Boutte, 2, Charles Dalglish, 10

D. Appointment of Calcasieu Parish School Board East Calcasieu Representative for Chennault Board of Commissioners

On a motion by Mrs. Ballard and a second by Mr. Roberts, Mr. Kenneth B. (Tad) Martin was elected unopposed.

A. Adoption of 2018 Millages

Calcasieu Parish School Board

2018 Millages

Millage Resolution Presentation

	<u>Millage Key</u> #	2018 <u>Millages</u>
<u>General Fund (Parishwide)</u>		
Constitutional Tax (Total 5.13 Mills)	1028 085	5.13 Mills
Special School Maintenance & Operations Taxes (Total 12.10 Mills)		
Maintenance #1	1028 086	8.76 Mills
Maintenance #2	1028 087	3.34 Mills
<u>Bond Sinking Funds</u>		
<u>School District No. 21 (DeQuincy - Total 17.10 Mills)</u>		
Bond	1028 088	17.10 Mills
<u>School District No. 23 (Westlake/Maplewood - Total 8.30 Mills)</u>		
Bond	1028 092	5.03 Mills
Bond	1028 145	3.27 Mills
<u>School District No. 24 (Starks - Total 7.80 Mills)</u>		
Bond	1028 148	7.80 Mills
<u>School District No. 25 (Iowa/LeBleu - Total 33.00 Mills)</u>		
Bond	1028 094	12.65 Mills
Bond	1028 149	20.35 Mills

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School District No. 26 (Vinton - Total 28.90 Mills)

Bond	1028 150	9.70	Mills
Bond	1028 098	4.72	Mills
Bond	1028 151	14.48	Mills

School District No. 28 (Bell City - Total 9.35 Mills)

Bond	1028 142	9.35	Mills
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School District No. 30 (Sulphur - Total 11.20 Mills)

Bond	1028 154	2.65	Mills
Bond	1028 144	5.98	Mills
Bond	1028 153	0.88	Mills
Bond	1028 152	1.69	Mills

School District No. 31 (North Lake Charles - Total 29.85 Mills)

Bond	1028 108	19.95	Mills
Bond	TBD	9.90	Mills

School District No. 33 (Southeast Lake Charles - Total 13.05 Mills)

Bond	1028 129	13.05	Mills
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School District No. 34 (Southwest Lake Charles - Total 3.80 Mills)

Bond	1028 130	3.61	Mills
Bond	1028 131	0.19	Mills

Renewable Taxes

School District No. 28 (Bell City - Total 9.66 Mills)

Maintenance	1028 128	9.66	Mills
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On a motion to approve by Mr. Hardesty and a second by Mr. Hayes, the motion carried unanimously.

B. Adoption of 2018-2019 Budgets (Available for viewing at 3310 Broad Street and on the CPSB website.)

On a motion to approve by Mr. Tarver and a second by Mr. Hardesty, the motion carried unanimously.

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E. Adoption of Louisiana Compliance Questionnaire

**LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Government Agencies)**

July 10, 2018

Postlethwaite & Netterville, APAC
8550 United Plaza Blvd., Suite 1001
Baton Rouge, Louisiana 70809

In connection with your audit of our financial statements as of June 30, 2018 and for the year then ended) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our system of internal control as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of June 30, 2018.

PART I. AGENCY PROFILE

1. Name and address of the organization.

Calcasieu Parish School Board
P.O. Box 800, Lake Charles, LA 70602

2. List the population of the municipality or parish based upon the last official United States Census or most recent official census (municipalities and police juries only). Include the source of the information.

Student count: 32,953

3. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

A list of requested information is attached to this document.

4. Period of time covered by this questionnaire.

July , 2017 through June 30, 2018

5. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

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F.S. 17:51

6. Briefly describe the public services provided.

The school board provides elementary and secondary education for all children attending public schools in the parish.

7. Expiration date of current elected/appointed officials' terms.

12/31/2018

LEGAL COMPLIANCE

PART II. PUBLIC BID LAW

8. The provisions of the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with. A) All public works purchases exceeding \$150,000 have been publicly bid.

B) All material and supply purchases exceeding \$30,000 have been publicly bid.

Yes [X] No []

**PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS
AND PUBLIC EMPLOYEES**

9. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [X] No []

10. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [X] No []

PART IV. LAWS AFFECTING BUDGETING

11. We have complied with the budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15) R.S. 39:33, or R.S. 39:1331-1342, as applicable:

A. Local Budget Act

1. We have adopted a budget for the general fund and all special revenue funds (R.S. 39:1305).
2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the general fund and each special revenue fund, and a budget adoption instrument that specified the chief executive's authority to make budgetary amendments without approval of the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (R.S. 39:1305).
3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (R.S. 39:1306).
4. To the extent that proposed expenditures were greater than \$500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also

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been published certifying that all actions required by the Local Government Budget Act have been completed (R.S. 39:1307).

5. If required, the proposed budget was made available for public inspection at the location required by R.S. 39:1308.
6. All action necessary to adopt and finalize the budget was completed prior to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (R.S. 39:1309).
7. After adoption, a certified copy of the budget has been retained by the chief executive officer or equivalent officer (R.S. 39:1309).
8. To the extent that proposed expenditures were greater than \$500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (R.S. 39:1311).
9. The governing authority has amended its budget when notified, as provided by R.S. 39:1311. (Note, general and special revenue fund budgets should be amended, regardless of the amount of expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less, and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds-from the requirement to amend revenues.)

Yes ☒ No ☐

B. State Budget Requirements

1. The state agency has complied with the budgetary requirements of R.S. 39:33.

Yes ☐ No ☐

C. Licensing Boards

1. The licensing board has complied with the budgetary requirements of R.S. 39:1331-1342.

Yes ☐ No ☐

PART V. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING LAWS

12. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with R.S. 24:513 and 515, and/or 33:463.

Yes ☒ No ☐
13. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐
14. We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes ☒ No ☐
15. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes ☒ No ☐
16. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

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Yes [X] No []

PART VI. MEETINGS

17. We have complied with the provisions of the Open Meetings Law, provided in R. S. 42:11 through 42:28.

Yes [X] No [] **PART**

VII. ASSET MANAGEMENT LAWS

18. We have maintained records of our fixed assets and movable property records, as required by R.S. 24:515 and/or 39:321-332, as applicable.

Yes [X] No []

PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS

19. We have complied with the fiscal agency and cash management requirements of R.S. 39:1211-45 and 49:301-327, as applicable.

Yes [X] No []

PART IX. DEBT RESTRICTION LAWS

20. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes [X] No []

21. We have complied with the debt limitation requirements of state law (R.S. 39:562).

Yes [X] No []

22. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (R.S. 39:1410.62).

Yes [X] No []

PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS

23. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes [X] No []

24. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes [X] No []

25. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14 of the 1974 Louisiana Constitution.

Yes [X] No []

PART XI. ISSUERS OF MUNICIPAL SECURITIES

26. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes [X] No []

PART XI. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS

Parish Governments

27. We have adopted a system of road administration that provides as follows:

- A. Approval of the governing authority of all expenditures, R.S. 48:755(A).
- B. Development of a capital improvement program on a selective basis, R.S. 48:755.
- C. Centralized purchasing of equipment and supplies, R.S. 48:755.

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- D. Centralized accounting, R.S. 48:755.
- E. A construction program based on engineering plans and inspections, R.S. 48:755.
- F. Selective maintenance program, R.S. 48:755.
- G. Annual certification of compliance to the auditor, R.S. 48:758.

Yes [] No []

School Boards

28. We have complied with the general statutory, constitutional, and regulatory provisions of the Louisiana Department of Education, R.S. 17:51-401.

Yes [X] No []

29. We have complied with the regulatory circulars issued by the Louisiana Department of Education that govern the Minimum Foundation Program.

Yes [X] No []

30. We have, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules and recognize that your agreed-upon procedures will be applied to such schedules and performance measurement data:

Parish school boards are required to report, as part of their annual financial statements, measures of performance. These performance indicators are found in the supplemental schedules:

- Schedule 1, General Fund Instructional and Support Expenditures and Certain Local Revenue Sources
- Schedule 2, Education Levels of Public School Staff
- Schedule 3, Number and Type of Public Schools
- Schedule 4, Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers
- Schedule 5, Public School Staff Data: Average Salaries
- Schedule 6, Class Size Characteristics
- Schedule 7, Louisiana Educational Assessment Program (LEAP)
- Schedule 8, Graduation Exit Examination (GEE) (Note: this schedule is no longer applicable.) -
- Schedule 9, iLEAP Tests

Yes [X] No []

Tax Collectors

31. We have complied with the general statutory requirements of R.S. 47.

Yes [X] No []

Sheriffs

32. We have complied with the state supplemental pay regulations of R.S. 40:1667.7.

Yes [] No []

33. We have complied with R.S. 13:5535 relating to the feeding and keeping of prisoners.

Yes [] No []

District Attorneys

34. We have complied with the regulations of the DCFS that relate to the Title IV-D Program.

Yes [] No []

Assessors

35. We have complied with the regulatory requirements found in R.S. Title 47.

Yes [] No []

36. We have complied with the regulations of the Louisiana Tax Commission relating to the reassessment of property.

Yes [] No []

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Clerks of Court

37. We have complied with R.S. 13:751-917 and applicable sections of R.S. 11:1501-1562.
Yes ☐ No ☐

Libraries

38. We have complied with the regulations of the Louisiana State Library.
Yes ☐ No ☐

Municipalities

39. Minutes are taken at all meetings of the governing authority (R.S. 42:7.1).
Yes ☐ No ☐
40. Minutes, ordinances, resolutions, budgets, and other official proceedings of the municipalities are published in the official journal (R.S. 43:141-146 and A.G. 86-528).
Yes ☐ No ☐
41. All official action taken by the municipality is conducted at public meetings (R.S. 42:11 to 42:28).
Yes ☐ No ☐

Airports

42. We have submitted our applications for funding airport construction or development to the Department of Transportation and Development as required by R.S. 2:802.
Yes ☐ No ☐
43. We have adopted a system of administration that provides for approval by the department for any expenditures of funds appropriated from the Transportation Trust Fund, and no funds have been expended without department approval (R.S. 2:810).
Yes ☐ No ☐
44. All project funds have been expended on the project and for no other purpose (R.S. 2:810).
Yes ☐ No ☐
45. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 2:811).
Yes ☐ No ☐

Ports

46. We have submitted our applications for funding port construction or development to the Department of Transportation and Development as required by R.S. 34:3452.
Yes ☐ No ☐
47. We have adopted a system of administration that provides for approval by the department for any expenditures of funds made out of state and local matching funds, and no funds have been expended without department approval (R.S. 34:3460).
Yes ☐ No ☐
48. All project funds have been expended on the project and for no other purpose (R.S. 34:3460).
Yes ☐ No ☐
49. We have established a system of administration that provides for the development of a capital improvement program on a selective basis, centralized purchasing of equipment and supplies, centralized accounting, and the selective maintenance and construction of port facilities based upon engineering plans and inspections (R.S. 34:3460).
Yes ☐ No ☐
50. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 34:3461).
Yes ☐ No ☐

Sewerage Districts

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51. We have complied with the statutory requirements of R.S. 33:3881-4159.10.

Yes [] No []

Waterworks Districts

52. We have complied with the statutory requirements of R.S. 33:3811-3837.

Yes [] No []

Utility Districts

53. We have complied with the statutory requirements of R.S. 33:4161-4546.21.

Yes [] No []

Drainage and Irrigation Districts

54. We have complied with the statutory requirements of R.S. 38:1601-1707 (Drainage Districts); R.S. 38:1751-1921 (Gravity Drainage Districts); R.S. 38:1991-2048 (Levee and Drainage Districts); or R.S. 38:2101-2123 (Irrigation Districts), as appropriate.

Yes [] No []

Fire Protection Districts

55. We have complied with the statutory requirements of R.S. 40:1491-1509.

Yes [] No []

Other Special Districts

56. We have complied with those specific statutory requirements of state law applicable to our district.

Yes [] No []

On a motion to approve by Mr. Hayes and seconded by Mrs. Ballard, the motion carried unanimously.

BID REPORTS

Mr. Dellafosse read the following items:

A. RFP 2019-30 – Fresh Pizza Delivery/School Food Services Department

BID REPORTS:

ALL BIDS WERE POSTED ON WWW.CENTRALBIDDING.COM AND WWW.CPSB.ORG

RFP 2019-30 – FRESH PIZZA DELIVERY was opened on June 12, 2018 @ 10 AM

BIDS WERE SENT TO THE FOLLOWING:

CiCi's Pizza
Dominoes Pizza
NPC Int'l (Pizza Hut)
PaPa Johns

BID RESULTS AS FOLLOWS:

NPC Int'l (Pizza Hut)

SAUSAGE

\$0.8125 slice

PEPPERONI

\$0.8125 slice

THE STAFF RECOMMENDS AWARDDING NPC Int'l (Pizza Hut) AS THE LOWEST RESPONSIBLE RESPONSIVE

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BIDDER.

On a motion to approve by Mr. Hayes and a second by Mr. Hardesty, the motion carried unanimously.

B. Bid 2019-19 – Pest Control Services/General Funds

BID 2019-19 – PEST CONTROL SERVICES was opened on June 27, 2018 @ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

AK Affordable Pest
Arrow termite & Pest
Dec's Pest
Extermatrim
J&J Exterminating

BID RESULTS AS FOLLOWS:

AK Affordable Pest	\$ 48,108.00
Dec's Pest	\$ 61,200.00
Extermatrim	\$118,320.00

The staff recommends awarding AK Affordable Pest Control as the lowest responsible responsive bidder.

On a motion to approve by Mr. Hayes and a second by Mr. Hardesty, the motion carried unanimously.

C. RFP 2019-32 – Security Camera Installations/\$50 million allocation

RFP 2019-32 – SECURITY CAMERA INSTALLATIONS was opened on June 26, 2018 @ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

Apex
AIC
All Campus Security
CDWG
Convergint
Dell
Detel
Graybar
Howard Technologies
Intertech
LA Radio
National Networks
North American Video
PC & Mac Exchange
PCM (Tiger Direct)
Simpson Security
Sylvan
Universal Data
Video Insight
Zones

July 10, 2018

The staff recommends awarding as listed below as the lowest responsible responsive bidders:

IET Security	\$ 641,400.00
LA Tech	<u>\$ 167,564.00</u>
TOTAL	\$ 808,964.00

On a motion to approve by Mr. Hayes and a second by Mr. Hardesty, the motion carried unanimously.

D. RFP 2019-33 – Security Camera Equipment/\$50 million allocation

RFP 2019-33 – SECURITY CAMERA EQUIPMENT was opened on June 26, 2018 @ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

Apex
AIC
All Campus Security
CDWG
Convergint
Dell
Detel
Graybar
Howard Technologies
Intertech
LA Radio
National Networks
North American Video
PC & Mac Exchange
PCM (Tiger Direct)
Simpson Security
Sylvan
Universal Data
Video Insight
Zones

The staff recommends awarding as listed below as the lowest responsible responsive bidders:

All Campus Security	\$ 2,918.69
Dell	\$120,901.25
IET Security	\$ 11,417.58
LA Tech	\$ 65,008.75
STS360	<u>\$572,833.63</u>
TOTAL	\$773,079.90

On a motion to approve by Mr. Hayes and a second by Mr. Hardesty, the motion carried unanimously.

E. Bid 2019-08 Re-bid – Food & Supplies Re-Bid Items/School Food Services Department

July 10, 2018

BID 2019-08REBID – FOOD & SUPPLIES RE-BID ITEMS was opened on July 6, 2018 @ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

Borden Dairy
Diamond Foods
Economical Janitorial
Lacassagne's
Lamm Food Service
Oak Farms Dairy
Pon Foods
William-George

BID RESULTS AS FOLLOWS:

Diamond Foods	\$104,407.00
Economical Janitorial	\$ 7,082.30
TOTAL	\$111,489.30

The staff recommends awarding as indicated above as the lowest responsible responsive bidders.

On a motion to approve by Mr. Hayes and a second by Mr. Hardesty, the motion carried unanimously.

F. Bid 2019-29 Head Start Snacks/Head Start Grant Funds

BID 2019-29 – HEADSTART SNACKS was opened on July 10, 2018 @ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

Diamond Foods
Lacassagne's
Pon Foods
William-George

BID RESULTS AS FOLLOWS:

Diamond Foods	\$0.764 per individual snack
---------------	------------------------------

The staff recommends awarding to Diamond in the estimated amount of \$63,000.00 as the lowest responsible responsive bidder.

On a motion to approve by Mr. Hayes and a second by Mr. Hardesty, the motion carried unanimously.

PERMISSION TO ADVERTISE

Mr. Dellafosse read the following item:

A. Small Equipment/Wares, School Food Services Department

July 10, 2018

On a motion to approve by Mr. Hayes and a second by Mrs. Ballard, the motion carried unanimously.

CONDOLENCE/RECOGNITION

Mr. Dellafosse congratulated Skylar Giardina regarding her son, Reid, for finishing second in the city golf championship.

Mr. Smith asked for a letter of condolence to the family of Linda Vandegriff.

Mr. Hardy asked for a letter of congratulations to Deacon Samuel Orsot and letters of condolence to the following:

The family of Mrs. Mary Blue
The family of Mr. Henry Griffin
The family of Mr. Gene Duhon
The family of Mrs. Carolyn Fontenot
The family of Mrs. Daisy Pitre
The family of Mrs. Agnes Smith

SCHEDULE COMMITTEES

September 25, 2018.....Budget Committee, 5:00 p.m.

ADJOURN MEETING

On a motion to adjourn by Mr. Tarver and a second by Mr. Hayes, the meeting was adjourned at 6:02 p.m.

Mack Dellafosse, President

Karl Bruchhaus, Secretary

**RESOLUTION
TO EMPLOY SPECIAL COUNSEL**

WHEREAS, there is pending litigation in the Fourteenth Judicial District Court entitled Ericka Williams, Individually, and as Natural Tutrix of Kyra Morgan v. 2018-002203 Progressive Security Insurance Company, Justin Victorian, and Calcasieu Parish School Board; and

WHEREAS, La. R.S. 42:263 authorizes the retention of special counsel by any school board upon a statement of reasons why such counsel is necessary, and upon approval by the Louisiana Attorney General; and

WHEREAS, the Calcasieu Parish School Board has determined that it is necessary for the Board to retain special counsel to represent its interests with respect to the above lawsuit, and other personal injury and property damage litigation such as the foregoing lawsuit; and

WHEREAS, the firm which usually defends the School Board in this type of litigation has a conflict with respect to representation of defendants in the above litigation; and

WHEREAS, David L. Morgan and Todd M. Ammons, and attorneys and paralegals with the firm of Stockwell, Sievert, Viccellio, Clements & Shaddock, L.L.P., One Lakeside Plaza, 4th Floor, 127 West Broad Street, Lake Charles, Louisiana 70601, have experience in the defense of claims made in personal injury and property damages litigation, and attorneys with the Stockwell, Sievert, Viccellio, Clements & Shaddock, L.L.P. law firm have in the past represented the Calcasieu Parish School Board;

WHEREAS, the Calcasieu Parish School Board requests it be authorized to retain attorneys with the firm of Stockwell, Sievert, Viccellio, Clements & Shaddock, L.L.P. to represent its interests in personal injury and property damage litigation, including the above captioned lawsuit, subject to the approval of the Attorney General of the State of Louisiana in accordance with La. R.S. 42:263 *et seq.*; and

NOW, THEREFORE, BE IT RESOLVED, by the Calcasieu Parish School Board, in a duly called open meeting with a quorum of _____ of fifteen (15) Board members present, that it does hereby authorize Karl Bruchhaus, Superintendent, to contract with and retain David L. Morgan and Todd M. Ammons, and attorneys and paralegals with the firm of Stockwell, Sievert, Viccellio, Clements & Shaddock, L.L.P., One Lakeside Plaza, 4th Floor, 127 West Broad Street, Lake Charles, Louisiana 70601 with respect to legal representation of the School Board and its employees in the defense of personal injury and property damage claims such as the foregoing suit, at a rate not to exceed the maximum fees listed in the Attorney General's Fee Schedule.

BE IT FURTHER RESOLVED, that this Resolution be submitted to the Attorney General of the State of Louisiana for approval of the retention of special counsel as set forth herein.

ADOPTED AND APPROVED on this _____ day of _____, 2018,
on the motion of _____, second by _____,
_____, by vote of _____

FOR:

AGAINST:

ABSTAIN:

MACK DELLAFOSSE, President
Calcasieu Parish School Board

RESOLUTION OF CALCASIEU PARISH SCHOOL BOARD
REGARDING EMPLOYMENT OF SPECIAL COUNSEL

WHEREAS, Louisiana Revised Statutes 42:263 authorizes the retention of special counsel by any parish school board upon a statement of reasons why such counsel is necessary and upon the approval by the Attorney General; and

WHEREAS, a real necessity exists and the Calcasieu Parish School Board needs special counsel with experience, training, and expertise in implementation and providing Family Medical Leave Act policies and procedures in accordance with applicable Federal and State laws and regulations; and

WHEREAS, through its representation of various school boards throughout the State of Louisiana, the law firm of Hammonds, Sills, Adkins & Guice, LLP of Baton Rouge and Monroe, Louisiana, has special experience, training and expertise in school board policy implementation.

NOW, THEREFORE, BE IT DULY RESOLVED by the Calcasieu Parish School Board in regular session duly convened:

Section I – This School Board does hereby employ the law firm of Hammonds, Sills, Adkins & Guice, LLP of Baton Rouge and Monroe, Louisiana as special counsel with training, experience and expertise for the purpose of advising, consulting, and representing this School Board in connection with implementation of Family Medical Leave Act policies, procedures and related legal matters involving the Calcasieu Parish School System. The assigned attorneys are Courtney T. Joiner and Melissa S. Losch in the Baton Rouge office of Hammonds, Sills, Adkins & Guice, LLP.

Section II – Said law firm shall be paid for their services at hourly rates equal to the maximum hourly fee schedule for special counsel published by the Attorney General of the State

of Louisiana in effect at the time of the services. The paralegal rate shall be \$75.00 per hour and the law firm shall be reimbursed for out-of-pocket expenses for long distance telephone calls, document duplication, expert witness fees, court reporter fees, printing costs, travel expenses and other expenses as a result of the legal services to and for this School Board.

Section III – Said law firm shall keep itemized time records for presentation to the Superintendent with respect to services rendered at said hourly rates and the expenses incurred, and the Superintendent is hereby authorized and directed to pay same upon submission and receipt thereof.

Section IV – This employment is effective immediately upon adoption of this resolution.

The vote, in open meeting, on the resolution was as follows:

YEAS: _____

NAYS: _____

ABSENT: _____

CERTIFICATE

I hereby certify that the foregoing Resolution was adopted by the Calcasieu Parish School Board in regular session duly convened on _____, 2018 and that same has not been rescinded or repealed.

LAKE CHARLES, LOUISIANA, this _____ day of _____, 2018.

Mark Dellafosse, President
Calcasieu Parish School Board

Karl Bruchhaus, Secretary-Treasurer
Calcasieu Parish School Board

**RESOLUTION
TO EMPLOY SPECIAL COUNSEL**

WHEREAS, there is pending litigation in the Fourteenth Judicial District Court entitled Jake Hollen and Martha Hollen, Husband and Wife, Individually and as Natural Tutors of the Minor Child, Savannah Hollen v. 2018-002619 David James Scheleter, Allstate Insurance Company, State Farm Mutual Automobile Insurance Company, and Calcasieu Parish School Board; and

WHEREAS, La. R.S. 42:263 authorizes the retention of special counsel by any school board upon a statement of reasons why such counsel is necessary, and upon approval by the Louisiana Attorney General; and

WHEREAS, the Calcasieu Parish School Board finds it necessary to retain counsel to represent its interest with respect to personal injury and property damage litigation such as the foregoing suit; and

WHEREAS, the firm which usually defends the School Board in this type of litigation has a conflict with respect to representation of defendants in the above litigation; and

WHEREAS, Robert Landry, with the firm of Scofield, Gerard, Pohorelsky, Gallagher, and Landry, has experience in the defense of claims against public entities and the School Board therefore requests it be authorized to retain said counsel to represents its interests in personal injury and property damages litigation, subject to the approval of the Attorney General of the State of Louisiana in accordance with La. R.S. 42:263 *et. seq.*; and

NOW, THEREFORE, BE IT RESOLVED, by the Calcasieu Parish School Board, in a duly called open meeting with a quorum of eight (8) out of fifteen (15) Board members present, that it does hereby authorize Karl Bruchhaus, Superintendent of the Calcasieu Parish School Board to contract with and retain legal representation of the School Board and its employees by Robert Landry, in the defense of personal injury and property damage claims such as the foregoing suit, at a rate not to exceed the Attorney General's Fee Schedule.

BE IT FURTHER RESOLVED, that this Resolution be submitted to the Attorney General of the State of Louisiana for approval of the retention of special counsel as set forth herein.

ADOPTED AND APPROVED on this ____ day of _____ 2018,
on the motion of _____, second by _____,
by vote of _____

FOR:

AGAINST:

ABSTAIN:

MACK DELLAFOSSE, President
Calcasieu Parish School Board

Attest:

KARL BRUCHHAUS, Secretary

RESOLUTION

A RESOLUTION OF THE *CALCASIEU PARISH SCHOOL BOARD* APPROVING CITADEL COMPLETIONS, LLC FOR PARTICIPATION IN THE INDUSTRIAL TAX EXEMPTION PROGRAM AT *3900 CHENNAULT PARKWAY, LAKE CHARLES, CALCASIEU PARISH, LOUISIANA*

WHEREAS, Article 7, Section 21(F) of the Louisiana Constitution provides for the Board of Commerce and Industry (“BCI”), with the approval of the Governor, to approve contracts for the exemption of ad valorem taxes of a new manufacturing establishment or an addition to an existing manufacturing establishment, on such terms and conditions as the board, with the approval of the Governor, deems in the best interest of the state; and

WHEREAS, Citadel Completions, LLC has applied for an Industrial Tax Exemption (“ITE”) and seeks approval of the BCI and the Governor for a contract granting that exemption; and

WHEREAS, Governor Edwards, through Executive Order JBE 16-73, has set forth the conditions for his approval of ITE contracts, and affirmed that those conditions are in the best interest of the state of Louisiana; and

WHEREAS, Executive Order JBE 16-73 provides that ITE contracts should be premised upon job and payroll creation at new or expanded manufacturing plants or establishments, and that the percentage of exemption from ad valorem taxes, and length of the contract for such exemption, may vary depending upon the nature of the project and its economic development benefit in accordance with guidance received from the Secretary of Economic Development and concurred in by the appropriate parish and/or municipal council, school board, and sheriff; and

WHEREAS, Executive Order JBE 16-73 mandates that each exemption contract approved by the Governor shall include as Exhibit “A” a Cooperative Endeavor Agreement for the ITE between the State of Louisiana, the Louisiana Department of Economic Development, and the applicant for the ITE contract, which provides for the creation or retention of jobs, and provides for the exercise of the option in the Louisiana Constitution for the term or percentage of the parish ad valorem tax exemption granted in the contract, and provides for the reduction or loss of the exemption based upon the applicant’s compliance with the contract.

WHEREAS, Executive Order JBE 16-73 further requires that this board, together with the other required local governmental entities signify consent to the terms of the exemption by resolution and the sheriff of this parish shall signify consent to the terms of the exemption by letter. Executive Order JBE 16-73 further provides that the resolutions of approval and the sheriff’s approval shall be attached as Exhibit “B” to the ITE contract between the BCI and Citadel Completions, LLC and

WHEREAS, Citadel Completions, LLC and the Louisiana Department of Economic Development have advised that certain terms and conditions forming Exhibit “A” to the Industrial Tax Exemption Contract pending approval before the Louisiana Board of Commerce and Industry have been reached and have conveyed the same to this board, and thus this matter is now ready for a determination of approval of this board as required by Executive Order JBE 16-73, and

THEREFORE, BE IT RESOLVED, upon consideration of the foregoing and the public discussion held this day, that this board approves the terms of the Industrial Tax Exemption contract based on the inclusion of the following terms and conditions into Exhibit "A" (the Cooperative Endeavor Agreement between the State of Louisiana, the Louisiana Department of Economic Development, and Citadel Completions, LLC) to the Industrial Tax Exemption contract between the Board of Commerce and Industry and Citadel Completions, LLC with respect to its manufacturing plant located at 3900 Chennault Parkway, Lake Charles, Calcasieu Parish, Louisiana:

256 New Direct Jobs at the Manufacturing Establishment

\$22,430,000 Annual Payroll

5 Years Term of Exemption Contract

100 Percentage of Exemption from Parish Ad Valorem Taxes

100% Loss of Exemption for non-compliance

This board further authorizes the Louisiana Department of Economic Development, on behalf of the Board of Commerce and Industry, to include this resolution in Exhibit "B" to the Industrial Tax Exemption Contract between the Board of Commerce and Industry and Citadel Completions, LLC.

THEREFORE, BE IT FURTHER RESOLVED by this board that a copy of this resolution shall be forwarded to Board of Commerce and Industry and the Louisiana Department of Economic Development.

THE FORGOING RESOLUTION WAS READ, AND, AFTER PUBLIC DISCUSSION, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS:

NAYS:

ABSENT:

ABSTAIN:

AND the resolution was declared adopted on this _____ day of _____, 2018.

Mack Dellafosse, President

To:	Karl Bruchhaus, Superintendent	August 14, 2018
From:	Margaret Goode, Grants Supervisor	
CC:	Tommy Campbell, CAO and Jill Portie, Administrative Director Elementary	
Subject:	Board Approval for Grant Proposal	

I am requesting Board approval on August 14, 2018, for the following Grant Proposal:

Grant Title: Striving Readers Comprehensive Literacy Program (SRCL) K-2, 3-5

Funding Authority: LDOE (Federal Grant)

Person Applying for Grant: Margaret Goode, Grants Supervisor

Grant Amount: \$140,600 K-2 and \$105,000 3-5

Grant Period: October 1, 2018 – September 30, 2019

Project Schools: *Eligible* schools with the greatest percent of disadvantaged youth

K-2

Barbe	Fairview	T H Watkins
Brentwood	Henry Heights	Pearl Watson
Clifton	J J Johnson	DeQuincy Primary
College Oaks	J F Kennedy	Westwood

3-5

Barbe	Henry Heights	Ralph Wilson
Brentwood	J J Johnson	T H Watkins
College Oaks	J F Kennedy	Pearl Watson
Fairview		

Purpose:

The purpose of the SRCL grant is to advance the pre-literacy skills, reading, and writing skills of disadvantaged youth, including English learners and students with disabilities.

The grant will provide funding to support curriculum training, using existing personnel to lead key tasks, to develop coherency among standards and curriculum, assessment and professional development to improve student learning.

**COOPERATIVE ENDEAVOR AGREEMENT BETWEEN THE
CALCASIEU PARISH SCHOOL BOARD, MCNEESE STATE UNIVERSITY,
THE LOUISIANA ART EDUCATION ASSOCIATION, ART ASSOCIATES OF
LAKE CHARLES, INC., AND IMPERIAL CALCASIEU MUSEUM, INC.**

**STATE OF LOUISIANA
PARISH OF CALCASIEU**

THIS COOPERATIVE ENDEAVOR AGREEMENT ("Agreement") is hereby made and entered into effective the _____ day of _____, 2018, by and between the CALCASIEU PARISH SCHOOL BOARD, a political subdivision of the State of Louisiana, MCNEESE STATE UNIVERSITY, an educational institution serving as part of the University of Louisiana system, and non-profit corporations identified as THE LOUISIANA ART EDUCATION ASSOCIATION, ART ASSOCIATES OF LAKE CHARLES, INC., and IMPERIAL CALCASIEU MUSEUM, INC., each represented by the duly authorized individual signing hereafter.

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

WHEREAS, art education assists in developing well-rounded students; and

WHEREAS, involvement with arts is associated with gains in cognitive ability, creativity, and physical development of motor and visual spacial skills; and

WHEREAS, the arts teach students to make good judgments about qualitative relationships; and

WHEREAS, art education enhances critical and creative thinking; and

WHEREAS, the Calcasieu Parish School Board is hosting a conference at which attendees will be not only art teachers from the Calcasieu Parish School Board and McNeese State University, but also teachers of gifted and talented students, vocal and instrumental music teachers, theater teachers, librarians, and English language arts teachers; and

WHEREAS, expenses will be incurred for presentation by the keynote speaker, Austin Kleon, and the parties hereto desire to share in those expenses as set forth hereafter; and

NOW, THEREFORE, the parties agree as follows:

1. Authority

The Agreement is entered into by the parties under the authority of the Louisiana Constitution of 1974, including but not limited to Article VII, Section 14.

2. **Purpose**

The parties desire to share in the expenses associated with the presentation by the keynote speaker, Austin Kleon, who shall speak on November 10, 2018, at the conference. The conference is intended to encourage participation in and undertaking of projects which will promote meaningful community involvement in the arts, obtain additional support for arts and art education, and expose attendees to various formats and methods of presenting lessons, the practices of others in the field, and expose them to new ideas related to art education.

3. **Scope**

This Agreement contemplates assistance by McNeese State University professors as well as vendors who will present software, supplies, lessons and instructional materials related to art education, as well as funding for the keynote speaker.

4. **Contribution of the Parties**

Each party agrees to a one-time contribution, to be paid directly to the Calcasieu Parish School Board as follows:

Calcasieu Parish School Board \$5,000.00 advance payment and approximately \$1,000.00 for travel/hotel/meal expenses);

McNeese State University \$2,000.00;

The Louisiana Art Education Association \$1,000.00;

Art Associates of Lake Charles, Inc. \$1,000.00; and

Imperial Calcasieu Museum, Inc. \$1,000.00.

The parties agree that all funds shall be paid to the Calcasieu Parish School Board on or before October 22, 2018.

5. **Limitations**

Calcasieu Parish School Board shall be responsible for the supervision and performance of the work of its agents, officers, employees, and officials, for their control, conduct, and direction in the performance of the terms of this Agreement, for the payment of the keynote speaker=s expenses and fees with respect to the presentation to be made by him on November 10, 2018. Each of the remaining parties hereto shall be responsible for the supervision and performance of the work of their agents, officers, employees, directors, and officials, for their control, conduct, and direction in the performance of this

Agreement and in work needed with respect to the 2018 Louisiana Art Education Association Conference.

6. Term

This Agreement is effective through November 11, 2018.

7. Insurance

Each party hereto shall maintain policies of insurance/self-insurance with limits sufficient to properly address any liabilities which they may have arising from their work pursuant to this Agreement.

8. Choice of Law

This Agreement is made pursuant to the laws of the State of Louisiana and shall be governed by, construed, and enforced in its entirety in accordance with the laws of the State of Louisiana, without regard to conflicts or choice of law principles.

9. Compliance with Laws

All parties agree to abide by the requirements of federal and state laws regarding nondiscrimination on the basis of race, sex, religion, national origin, age, disability, as well as laws with respect to rights of veterans, with respect to obligations undertaken in this Agreement. Nothing herein is intended to nor shall it create any obligation in favor of any third persons with respect hereto.

THUS DONE AND SIGNED on the dates noted hereafter, after a due reading of the whole.

CALCASIEU PARISH SCHOOL BOARD

DATE: _____

BY: _____

_____,
Printed Name and Title

MCNEESE STATE UNIVERSITY

DATE: _____

BY: _____

_____,
Printed Name and Title

**THE LOUISIANA ART EDUCATION
ASSOCIATION**

DATE: _____

BY: _____

_____, _____
Printed Name and Title

**ART ASSOCIATES OF LAKE CHARLES,
INC.**

DATE: _____

BY: _____

_____, _____
Printed Name and Title

IMPERIAL CALCASIEU MUSEUM, INC.

DATE: _____

BY: _____

_____, _____
Printed Name and Title

2018-2019 Pupil Progression Plan Revisions

Department	Page Number(s)	Revision(s)
Assessment	21-22	Removed: LEAP Alternate Assessment, Level 2 (LAA2) is no longer given. Any students (freshmen) to whom this was applicable have already graduated.
Middle School	8	Retention for Grades 6 & 7: Added 2 nd paragraph to include attendance requirement.
	13	Eighth Grade Promotion: (1 st Paragraph) Added sentences addressing attendance requirement
	50	Credits for All Middle School Students: (2 nd Bullet) <ul style="list-style-type: none"> ➤ Specifically identified which students will be awarded Algebra I credit—those who score Advanced, Mastery, or Basic ➤ Removed last sentence: Students will be allowed to retest in the summer testing window.
		Special Programs with High School Credits for Middle School <ul style="list-style-type: none"> ➤ Specifically identified which students will be awarded Algebra I credit—those who score Advanced, Mastery, or Basic
Special Education	Throughout PPP	Stressed that IEP team is responsible for decisions made regarding students with disabilities
World Languages	22	New state test inserted (2 nd bullet)—ELPS (English Language Proficiency Screener)
	23	EL representative and IEP team will work together to address student with disabilities who are unable to meet exit EL criteria after 4 years. (4 th bullet)
	33	Added the ELPS definition (#26)
	53	Specified minimum percentage of time for daily instruction in immersion language: elem.=60% and middle=40%

2018-2019 Pupil Progression Plan Committee of Educators

Name	Area	Department	Email
Adams, Nicole Ashley	Moss Bluff Middle School	Middle School Teacher	ashley.adams@cpsb.org
Babaz, Tararra	Central-Cooley	Elementary School Teacher	tararra.babaz@cpsb.org
Barrentine, Robert	West-Sulphur High	High School Principal	robert.barrentine@cpsb.org
Broussard, Jeffrey	Central Office	High School Consultant	jeffrey.broussard@cpsb.org
Caldarera, Dr. Mary Lou	Central Office	Assessment	marylou.caldarera@cpsb.org
Campbell, Tommy	Central Office	Chief Academic Officer	tommy.campbell@cpsb.org
Chiasson, Tiffany	South-SJ Welsh	Middle School Teacher	tiffany.chiasson@cpsb.org
Fontenot, Inkka	North-Clifton	Librarian	inkka.fontenot@cpsb.org
Fontenot, Kendall	Moss Bluff Middle School	Middle School Principal	kendall.fontenot@cpsb.org
* Gallemore, Charlotte	Central Office	Middle School Admin. Director	charlotte.gallemore@cpsb.org
Guillory, Rico	Central Office	Alternative Programs-Principal	rico.guillory@cpsb.org
Hebert, Tammy	Central Office	High School Director	tammy.hebert@cpsb.org
Hobaugh, Arlene	Central Office	Admin. Coordinator RTI/PPP Coordinator	arlene.hobaugh@cpsb.org
Manuel, Rachel	S. J. Welsh	Middle School Teacher	rachel.manuel@cpsb.org
Miller, Dr. Anya	Johnson Elem.	Elementary School Principal	anya.miller@cpsb.org
Partin, Monique	Central Office	World Languages Consultant	monique.partin@cpsb.org
Pete, Robert	Central Office	High School Admin. Director	robert.pete@cpsb.org
Portie, Jill	Central Office	Elementary School Admin. Dir.	jill.portie@cpsb.org
Pugh, Kacie	Central Office	Elementary Consultant	kacie.pugh@cpsb.org
Reado, Dr. George	Central Office	Elementary School Director	george.reado@cpsb.org
Thomas-Clark, Carolyn	Central Office	Middle School Consultant	carolyn.clark@cpsb.org
Washington, Dr. Betty	Central Office	Admin. Dir. Special Services	betty.washington@cpsb.org
Wilkinson, Mitzi	Central Office	Counselor Consultant	mitzi.wilkinson@cpsb.org
Williams, Karen	Central Office	Administrative Coordinator Adv. Studies	karen.williams@cpsb.org
Wimberley, Kim	Sulphur High	High School Teacher	kim.wimberley@cpsb.org

2018-19 Pupil Progression Plan Committee of Parents

<i>Name</i>	<i>Area/School</i>	<i>Address</i>	<i>Phone #</i>	<i>Email</i>
<i>Howard Erin</i>	Iowa Middle	12100 Pousson Road, Iowa, LA	337-794-6573	erin_hwrd@yahoo.com
<i>McCormick, Debbie</i>	Maplewood Middle	1072 Laura Circle, Sulphur, LA 70663	337-302-2411	deb@debmccormick.com
<i>Moreaux, Nicki</i>	Maplewood Middle	25 Hibiscus Road, Sulphur, LA 70663	337-274-9940	nickimoreaux@gmail.com
<i>Clophus, Wilfred</i>	LaGrange High	3121 Hodges St., Lake Charles, LA 70601	337-529-2928	wclophus@yahoo.com
<i>Cole, Trevor & Bridget</i>	Maplewood Middle	28 Harmon Road, Sulphur, LA 70663	337-540-7272	tcole@jeffersonenergyco.com
<i>Flournoy, Melenese</i>	Johnson Elementary	1704 16th St., Lake Charles, LA 70601	360-920-8773	flournoymelese@gmail.com
<i>Gray, Kayla</i>	Westlake High	2112 Oak Forest, Westlake, LA	337-499-2120	kayla.gray@cpsb.org
<i>Menard, Kristin</i>	Maplewood Middle	1508 Rose Lane, Sulphur, LA 70663	337-244-0830	durbin7106@hotmail.com
<i>Miller, Elizabeth</i>	Johnson Elementary	509 Emerald St., Lake Charles	256-335-5341	emillerna20@gmail.com
<i>Nunez, Tammie</i>	Kaufman Elementary	3903 Common St., Lake Charles, LA	337-496-8232	tammiehnunez@gmail.com
<i>Seabaugh, Tina</i>	Westlake High	1801 Hollis, Westlake, LA	337-515-4661	tina.seabaugh@cpsb.org
<i>Wilridge, Devona</i>	LaGrange High	1701 22nd St., Lake Charles, LA 70601	337-526-2793	devonawilridge@gmail.com

Item 9. A.

**Bid #2019-16 Small Equipment/Wares for Food
Services Department**

**BID WILL BE AVAILABLE PRIOR TO THE BOARD
MEETING**



Memorandum

Date: August 14, 2018
To: CPSB
From: Dr. Sheryl Abshire
Re: Request Bids for E-Rate Yr. 22 (19-20)

Technology Department is requesting permission to bid E-rate services and equipment for the 2019-2020 fiscal year.

Item 10. B.

REQUEST FOR PERMISSION TO ADVERTISE

Permission to advertise is requested for the following:

Description:

Combre-Fondel Elementary Improvements - Phase II

Funds: School Board District # 31 Bond Funds

Designer:

Moss Architects, Inc.

Advertise: to be determined

Karl Bruchhaus, Secretary
Calcasieu Parish School Board

Cc: Bourne, Brown, Bruchhaus, Heath, Trahan, Grigg

REQUEST FOR PERMISSION TO ADVERTISE

Permission to advertise is requested for the following:

Description: Gillis Elementary School Improvements- Phase II New 2-Story Classroom Wing (Pod)

Funds: \$50 million allocation

Designer:
Moss Architects, Inc.

Advertise: to be determined

Karl Bruchhaus, Secretary
Calcasieu Parish School Board

Cc: Bourne, Brown, Bruchhaus, Heath, Trahan, Grigg

BENEFICIAL OCCUPANCY

Not For Recordation

DATE: August 1, 2018

NAME OF PROJECT: Classroom Pods – Phase X – A. A. Nelson Elementary

ARCHITECT: Champeaux Evans Hotard, APAC / C.R. Fugatt, AIA

CONTRACTOR: Miller & Associates Development Co., Inc.

OWNER: Calcasieu Parish School Board

The below described portion of the subject project is, to the best of my knowledge and belief, complete to a point where the User desires to use in accordance with the Contract Documents.

PORION OCCUPIED: **A. A. Nelson Elementary Classroom Pod**

DATE OCCUPIED: **Wednesday, August 1, 2018**

Warranty items covered by Occupancy (See Attached List)



ARCHITECT
Champeaux Evans Hotard, APAC

8/1/18
Date



CONTRACTOR
Miller & Associates Development Co., Inc.

8-1-18
Date

OWNER
Calcasieu Parish School Board

Date

PUNCH LIST: See Attached List X

None

NOT FOR RECORDATION PURPOSES

Beneficial Occupancy - 1

*emailed
P 8/8/18
8-7-18*

BENEFICIAL OCCUPANCY

Not For Recordation

DATE: August 10, 2018

NAME OF PROJECT: Classroom Pods – Phase X – E.K. Key Elementary School

ARCHITECT: Champeaux Evans Hotard, APAC / C.R. Fugatt, AIA

CONTRACTOR: Miller & Associates Development Co., Inc.

OWNER: Calcasieu Parish School Board

The below described portion of the subject project is, to the best of my knowledge and belief, complete to a point where the User desires to use in accordance with the Contract Documents.

PORTION OCCUPIED: **E.K. Key Elementary Classroom Pod**

DATE OCCUPIED: **Friday, August 10, 2018**

Warranty items covered by Occupancy (See Attached List)

 8/10/2018
ARCHITECT Date
Champeaux Evans Hotard, APAC

CONTRACTOR Date
Miller & Associates Development Co., Inc.

OWNER Date
Calcasieu Parish School Board

PUNCH LIST: See Attached List X

None

NOT FOR RECORDATION PURPOSES

Item 11. C.

BENEFICIAL OCCUPANCY

Not For Recordation

DATE: August 13, 2018

NAME OF PROJECT: Calcasieu Parish School Board
Limestone Stacking Drive at
A. A. Nelson Elementary School
CPSB Project No. 2017-12PC

ARCHITECT: Champeaux Evans Hotard, APAC

CONTRACTOR: Merrick, L.L.C.

OWNER: Calcasieu Parish School Board

The below described portion of the subject project is, to the best of my knowledge and belief, complete to a point where the User desires to use in accordance with the Contract Documents.

PORION OCCUPIED: **Driveway, Parking Lot, and Dumpster Areas**

DATE OCCUPIED: **Monday, August 13, 2018**

Warranty items covered by Occupancy (*Punch List to be performed at Substantial Completion*)



ARCHITECT Date
Champeaux Evans Hotard, APAC

CONTRACTOR Date
Merrick, L.L.C.

OWNER Date
Calcasieu Parish School Board

PUNCH LIST: Attached
To Follow
None

 X

NOT FOR RECORDATION PURPOSES

Beneficial Occupancy - 1

BENEFICIAL OCCUPANCY
Not For Recordation

DATE: August 13, 2018

NAME OF PROJECT: Calcasieu Parish School Board
New Drop-Off & Pick-Up Canopy at
A. A. Nelson Elementary School
CPSB Project No. 2017-11PC

ARCHITECT: Champeaux Evans Hotard, APAC

CONTRACTOR: Gunter Construction, Inc.

OWNER: Calcasieu Parish School Board

The below described portion of the subject project is, to the best of my knowledge and belief, complete to a point where the User desires to use in accordance with the Contract Documents.

PORTION OCCUPIED: **Driveway, Sidewalk, and Canopy Areas**

DATE OCCUPIED: **Monday, August 13, 2018**

Warranty items covered by Occupancy (*Punch List to be performed at Substantial Completion*)


ARCHITECT Date 8/13/2018
Champeaux Evans Hotard, APAC

CONTRACTOR Date
Gunter Construction, Inc.

OWNER Date
Calcasieu Parish School Board

PUNCH LIST: Attached
To Follow
None

 X

NOT FOR RECORDATION PURPOSES

Beneficial Occupancy - 1

CHANGE ORDER

Change Order No.: 02
 Date: **August 7, 2018**
 Contract Date: **March 14, 2018**

Project: **Calcasieu Parish School Board
 Limestone Stacking Drive At
 A.A. Nelson Elementary School
 1001 Country Club Road
 Lake Charles, LA 70605**

Project No.: **Calcasieu Parish School Board – Project No. 2017-12PC
 Champeaux Evans Hotard - Project No. 1731**

To: **Merrick, L.L.C.
 1332 Front Street
 Cottonport, LA 71327**

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

The Original Contract Sum	\$705,968.00
Net Change by Previous Change Order	<u>\$109,452.29</u>
Contract Sum Prior to this Change Order	\$815,420.29
Contract Sum will be <u>increased</u> by this Change Order	<u>\$39.14</u>
New Contract Sum Including this Change Order	\$815,459.43

Contract Time will be **increased** by: **0 Days**

Revised Contract Completion Date: **September 8, 2018 *****

*** Note: Per the requirements of the Contract, the stacking road (including the added asphalt paving) must be useable by the Owner no later than Monday, August 13, 2018

RECOMMENDEDACCEPTEDAPPROVED

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

**Merrick, L.L.C.
 (CONTRACTOR)**

**Calcasieu Parish
 School Board
 (OWNER)**

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

**1332 Front Street
 Cottonport, LA 71327**

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

By: 

By: _____

By: _____

Dated: 8/7/2018

Dated: _____

Dated: _____



Date: **August 7, 2018**

To: **Calcasieu Parish School Board
Planning & Construction Department**

Attn.: **Harold Heath, Construction Manager**

From: **Champeaux Evans Hotard, APAC
Brad Evans**

Re: **CEH Project #1731
Calcasieu Parish School Board
Limestone Stacking Drive at
A. A. Nelson Elementary School**

Change Order No. 2 – Recap

Change Order Request No.2

Credit for Unit Price Allowance associated with additional excavation and fill at the new roadway (Refer to supporting documentation, attached hereto.)

Originally Allowed:	500 Cu.Yds.	@ \$43.91/Cu.Yd.	=	\$21,955.00
Actual Installed:	70 Cu.Yds.	@ \$43.91/Cu.Yd.	=	\$3,073.70
Difference (Credit):	430 Cu.Yds.	@ \$43.91/Cu.Yd.	=	[\$18,881.30]
Amount Requested:			DEDUCT	\$18,881.30
Days Requested:				No Change

Change Order Request No.3

As requested by CPSB, provide and install (1) 4'W x 8'H Construction Project Sign for the Limestone Stacking Road and the Drop-Off & Pick-Up Canopy Projects. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$443.24
Days Requested:	ADD	0 days

Change Order Request No.4

Remove and haul-off (1) dead, approximately 80'H oak tree, adjacent to the new Classroom Pod and Playground. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$3,115.42
Days Requested:	ADD	0 days

CEH Project #1731
Calcasieu Parish School Board
Limestone Stacking Drive at
A. A. Nelson Elementary School
August 7, 2018
Page 2 of 2

Change Order Request No.5

Add approximately 5 lin.ft. /180 sq.ft. of 8" thick, heavy duty concrete paving at the Lake Street entrance. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$1,990.61
Days Requested:	ADD	0 days

Change Order Request No.6

Provide and install approximately 182 Lin.Ft. of concrete curb and gutter at the perimeter of the new asphalt parking area, as requested by the Owner. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$7,207.87
Days Requested:	ADD	0 days

Change Order Request No.7

Provide and install (3) precast concrete headwalls at PVC piping inlets in retention areas. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$6,163.30
Days Requested:	ADD	0 days

Total Contract Amount modification recommended for Change Order No. 2	ADD	\$39.14
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Total Contract Time modification recommended for Change Order No. 2	ADD	0 days
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CHANGE ORDER

Change Order No.: 2

Date: July 06, 2018

Contract Date: February 8, 2018

Project: College Street Vocational Center Welding Shop Upgrades

Project No.: 2018-09PC

To: Seth Priola Construction, LLC


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

The Original Contract Sum	<u>\$363,000.00</u>
Net Change By Previous Change Order	<u>\$ 9,705.00</u>
Contract Sum Prior to this Change Order	<u>\$372,705.00</u>
Contract Sum will be (unchanged) by this Change Order	<u>\$ 0.00</u>
New Contract Sum including this Change Order	<u>\$372,705.00</u>
Contract Time will be (increased) by	<u>40 Days</u>
Revised Contract Completion Date	<u>July 27, 2018</u>

RECOMMENDED

Brossett Architect, LLC
(Designer)


414 Pujio Street
Lake Charles, LA 70601

By: 
Date: 7/6/2018

ACCEPTED

Seth Priola Construction
(Contractor)

710 W Prien Lake Rd.
Ste 114
Lake Charles, LA 70601

By: 
Date: 7/9/18

APPROVED

Calcasieu Parish
School Board
(Owner)

P. O. Box 800
Lake Charles, LA 70602

By: _____
Date: _____

July 06, 2018

Project: College Street Vocational Center Welding Shop Upgrades
Project #: 2018-09PC

RE: Change Order 2

Item 1: Additional days. Additional time was required to complete the energy study from Entergy and to confirm the electrical equipment prior to ordering. The information needed took (8) weeks to receive. The electrical equipment was ordered after the study was completed and will require this additional time to fabricate and deliver for this project. Add \$ 0.00 and 40 days.

NAME	POSITION	LOCATION	DATES	ADDITIONAL INFO
RESIGNATION				
Heather Istre	Teacher	R.W. Vincent Elementary	08/01/18	Accepted employment in another district
Ariel Conley	Teacher	Fairview Elementary	07/06/18	Accepted other employment
Hailie Jo Dugas	Teacher	Combre-Fondel Elementary	07/31/18	Accepted employment in another district
Kiara Johnson	Teacher	J.D. Clifton Elementary	06/28/18	Relocating
Carolyn Smith	Teacher	F.K. White Middle	08/01/18	Accepted other employment
Rodania Bellard	Paraprofessional	LeBleu Settlement Elementary	05/25/18	Accepted other employment
Hollis Hassien	Teacher	W.T. Henning Elementary	07/02/18	Accepted other employment
Michelle Garland	Teacher	DeQuincy Elementary	06/11/18	Personal reasons
Ileana Nunez	Food Service Technician	Sulphur 9th	06/15/18	Personal reasons
Andrea Dorsey	Teacher	Combre-Fondel Elementary	06/29/18	Relocating
Kenneth Nunez	Custodian	Barbe High	07/27/18	Personal reasons
Ayanna Weeks	Teacher	Washington Marion High	07/31/18	Personal reasons
Corin Charles	Clerk	MIS	06/29/18	Accepted other employment
Van Vallery	Custodian	DeQuincy Elementary	06/15/18	Personal reasons
Dustin Cradeur	Bus Driver	Washington Marion High	06/29/18	Personal reasons
Brandi Browning	Clerk	W.T. Henning Elementary	07/10/18	Accepted other employment
Kristina Sloane	Clerk	Career & Tech Ed	07/27/18	Personal reasons
Amanda Wright	Teacher	J.I. Watson Elementary	05/25/18	Personal reasons
Marcie Rome	Teacher	Barbe High	07/31/18	Personal reasons
Robin Louviere	Teacher	LeBleu Settlement Elementary	06/01/18	Accepted employment in another district

James Gaharan, Jr.	Teacher	LaGrange High	06/22/18	Personal reasons
Chad Aucoin	Teacher	Starks High	07/18/18	Accepted employment in another district
Elsie Jackson	Paraprofessional	T & I	07/31/18	Personal reasons
Allison Dabadie	Teacher	S.J. Welsh Middle	07/09/18	Relocating
Kirsten Bush	Teacher	Nelson Elementary	07/09/18	Personal reasons
RETIREMENT				
Donald Guillory	Food Service Technician	Molo Middle	05/25/18	
Pamela Schultz	Paraprofessional	LeBleu Settlement Elementary	11/02/18	
Marie de Savigny	Teacher	RISE	7/31/2018	
Hilda Stewart	Teacher	Washington Marion High	07/08/18	
Ned Mobley	Teacher	Washington Marion High	09/15/18	
Darcy O'Reilly	Teacher	J.D. Clifton Elementary	07/31/18	
Pandora Johnson	Teacher	Washington Marion High	06/27/18	
Brenda Alamond	Bookkeeper	Vinton Elementary	07/31/18	
Frances Leubner	Cafeteria Technician	Moss Bluff Elementary	09/30/18	
Trinita Clark	Teacher	Oak Park Elementary	05/25/18	
Velvet Chretien	Paraprofessional	Fairview Elementary	08/24/18	
Mary Thomas	Cafeteria Manager	J. I. Watson Elementary	05/25/18	
Robert Sampson	Teacher	Washington Marion High	06/05/18	
Sandra Cross	Clerk	Payroll Department	08/31/18	
MATERNITY LEAVE				
				Due Date:
Ashley Johnson	Principal	T.H. Watkins Elementary	8/1/18 - 9/4/18	7/10/18 [B]

Sommer Weston	Teacher	T.H. Watkins Elementary	8/6/18 - 8/20/18	6/25/18 [B]
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LEAVE WITHOUT PAY

Precious Anderson	Teacher	J.D. Clifton Elementary	18-19	
Jennifer Fontenot	Teacher	Gillis Elementary	8/20/18 - 9/3/18	
Camae Rhodes	Teacher	DeQuincy Primary	18-19	

PROFESSIONAL DEVELOPMENT

Erica Sellers	Teacher	Prien Lake Elementary	Fall 18-19	
Gwen Parrish	Teacher	Kaufman Elementary	Spring 18-19	

MEDICAL SABBATICAL

Janet McReynolds	Teacher	Frasch Elementary	18-19	
Katherine Porcello	Teacher	R.W. Vincent Elementary	18-19	
Bruce Hal, Sr.	Teacher	LaGrange High	18-19	
Sue Cornes	Teacher	DeQuincy Primary	18-19	
Peggy Blanchard	Teacher	Brentwood Elementary	18-19	
Vicki Perkins	Assistant Principal	LeBlanc Middle	18-19	

APPROVED - July 11, 2018

