

AGENDA
CALCASIEU PARISH SCHOOL BOARD
3310 BROAD STREET
LAKE CHARLES, LOUISIANA
Tuesday, September 12, 2017

1. **Prayer** – Alvin Smith
2. **Pledge of Allegiance** – Jacquelyn London/Iowa High School
3. **Roll Call**
4. **Approval of Minutes**
 - A. August 8, 2017
5. **Presentations**
 - A. LSU AgCenter/4H Presentation/Jennifer Cantrell, Carrie Jones, Damion Turner, Jimmy Meaux/Student representatives: Wyatt Lavergne, Annabelle Thompson
6. **Superintendent's Report**
7. **Executive Session**
 - A. Consideration of Worker Compensation claim #5954045/Attorney Wes Romero
8. **Committee Report**
 - A. A&P Committee, August 22, 2017/Eric Tarver, *Chair*
9. **Take Appropriate Action**
 - A. Approval of Resolution Authorizing Marketing and Sale of General Obligation Refunding Bonds of School District #34
 - B. Permission to purchase computers at State Contract prices
10. **Bid Reports**
 - A. Bid 2018-23 Small Equipment, Wares/Food Service Dept. Funds

(BID INFORMATION WILL BE AVAILABLE PRIOR TO BOARD DATE)

11. Permission to Advertise

A. E-Rate Services and Equipment for 2018-2019 fiscal year

12. Correspondence

A. Change Order Number Three (3) for the Project, "Classroom Pods – Phase X", Project #1715; Champeaux, Evans, Hotard, Designer; Miller & Associates, Contractor; *Increase* of \$46,070.53 and *Increase* of forty three (43) days.

B. Change Order Number Four (4) for the Project, "Classroom Pods – Phase X", Project #1715; Champeaux, Evans, Hotard, Designer; Miller & Associates, Contractor; *Increase* of \$144,407.87 and *Increase* of twenty five (25) days.

C. Change Order Number Three (3) for the Project, "Prien Lake Access Road", Pat Williams Construction, LLC, Contractor, Conner Engineering, Architect; *Decrease* of \$3,485.00.

D. Recommendation of Acceptance for the Project, "Access Road for Student Drop-Off at Prien Lake Elementary", Conner Engineering, LLC, Architect; Pat Williams Construction, LLC, Contractor.

13. Condolences/Recognitions

14. Schedule Committees

September 26, 2017..... Budget Committee, 5:00 p.m.
C& I Committee (to follow)

15. Adjourn Meeting

August 15, 2017

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 August 15, 2017, at 5:00 p.m.

The meeting was called to order by Ron Hayes, President. The prayer and Pledge of Allegiance were led by Damon Hardesty.

ROLL CALL

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

Absent: Mr. Breaux

Mr. Hayes stated that Items 6. C and 11.B would be removed from this agenda.

APPROVAL OF MINUTES

Mr. Dellafosse, with a second by Mr. Smith, offered a motion to approve the Minutes of July 11, 2017. The motion carried on a vote.

SUPERINTENDENT'S REPORT

Mr. Bruchhaus gave the following report:

1. Board members will receive the next school population report at the September meeting, reflecting the August 31 numbers.
2. All board members have received the July Head Start Report
 - 2017-2018 Head Start Applications are being accepted in the Early Childhood Department.
 - Brenda Hunter Head Start conducted Parent Orientation for incoming parents on July 24th. Over 150 parents attended this event.

3. I would like to report our current sales tax numbers for our general fund which show July, 2017, collections at \$2,837,695 or 20.6 % above budget for the first month of the 2017-2018 year.

Collections are \$2,955,107 or 21.6 % above collections for the same month last year.

Collections for the 2017-2018 year, after one month, are \$2,837,695 or 20.6 % over budget and \$2,955,107 or 21.6 % over the same time period last year.

4. Please mark on your calendars that the LSBA TrailBlazer workshop will be held at the Golden Nugget on Monday, September 18. This is an all-day professional development opportunity for all board members to receive their required 6 hours for 2017. Please let us know tonight if you would like to be registered.

5. We participated with the City of Lake Charles in the Summer Food Service Program and I am glad to report that 158,587 meals were served to children in Lake Charles, including breakfast and lunch. These nutritious meals were served to children 18 years of age or younger or over 18 years with mental or physical handicaps during the summer months when schools are usually closed. Income is not a factor.

6. We recently submitted the required information for our two year interim AdvancEd review and we received notice that everything was accepted and approved. We will have our next review in 3 years.

7. In your packet you received information regarding the required ethics disclosure form that you will need to complete if you have an immediate family member working in our CPSB system or Charter School that falls into this category: **Immediate family member** would be your children, the spouse(s) of your children, your brothers, your sisters, the spouse (s) of your brothers, the spouse(s) of your sisters, your parents, your spouse, and the parents of your spouse.

EXECUTIVE SESSION

On a motion to adjourn into Executive Session by Mr. Duhon and seconded by Mr. Smith, the Board adjourned on a unanimous vote at 5:06 p.m. The Board resumed Regular Session at 5:40 on a motion by Mr. Dellafosse and a second by Mr. Roberts.

A. Consideration of General Liability Claim #3891280/Attorney Michael Williamson

On a motion to approve settlement of General Liability Claim #3891280 by Mr. Dellafosse and seconded by Mr. Duhon, the motion carried.

B. Consideration of General Liability Claim #6350025/Attorney Michael Williamson

On a motion to approve settlement of General Liability Claim #6350025 by Mr. Dellafosse and seconded by Mr. Duhon, the motion carried.

C. Consideration of Worker Compensation Claim #5954045/Attorney Wes Romero (REMOVED FROM THIS AGENDA)

COMMITTEE REPORT

COMMITTEE TO DRAFT SUPERINTENDENT EVALUATION DOCUMENT
MINUTES/Tuesday, August 8, 2017/Mack Dellafosse, *Chair*

Mr. Dellafosse gave the following report:

The Committee to review the Superintendent evaluation document met Tuesday, August 8th, 2017, in the Board room at 3310 Broad Street, Lake Charles, Louisiana. A quorum was present.

Present: Mack Dellafosse, Chair, Committee members, Annette Ballard, John Duhon, Damon Hardesty and Ron Hayes. Other Board Members present Billy Breaux, Russell Castille, Glenda Gay, Fred Hardy, Aaron Natali, Dean Roberts, Eric Tarver and Wayne Williams.

The purpose of the meeting was for the committee to review, discuss, and approve the Superintendent's evaluation tool. Several revisions were made to the document.

Teri Johnson, CFT representative, addressed the group.

There was much discussion on the subject.

A motion to accept the changes and approve the evaluation tool was made by Mr. Breaux, seconded by Mr. Duhon and adopted by the committee.

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

There being no further business to discuss, on a motion by Mr. Hayes and seconded by Mr. Roberts the committee adjourned at 6:20 p.m.

TAKE APPROPRIATE ACTION

Mr. Hayes read the following items:

A. Approval of Lease and Joint Services Agreement between CPSB and City of DeQuincy

LEASE AND JOINT SERVICES AGREEMENT

The following Lease and Joint Services Agreement is hereby entered into by and between the CITY OF DEQUINCY, LOUISIANA, hereinafter "CITY" represented by Lawrence Henagan, Mayor, and the CALCASIEU PARISH SCHOOL BOARD hereinafter "SCHOOL BOARD", represented by Ron Hayes, President.

WHEREAS, there is a need in the City of DeQuincy, Louisiana for the operation of additional recreation facilities; and

WHEREAS, the City is willing to allow the use of the property described herein by the SCHOOL BOARD.

NOW, THEREFORE, BE IT RESOLVED by the CITY, and the SCHOOL BOARD as follows:
The CITY's youth will benefit from having access through public schools to the athletic fields and softball field described herein, and thus this Agreement serves a valid public purpose pursuant to Article VII §14 of the Louisiana Constitution. For and in exchange for the undertakings of SCHOOL BOARD as stated herein the CITY hereby leases unto the SCHOOL BOARD the following described premises, including all improvements and facilities located thereon, except the tennis courts and the land on which the tennis courts are located:

Boise Southern Park Athletic Field, AKA, the DeQuincy High School Baseball Field (Earl Treadway Memorial Baseball Field)

DeQuincy High School Softball Field (Jamie Cooper Memorial Softball Field) at 501 S. Overton, DeQuincy, Louisiana, more fully described as:

COM SW COR. SEC13.7.11 TH E 2440.15 FT TH N 54 DEG 42 MIN E 204.58 FT TO W R/W LINE OF A 50 FT WIDE CITY STREET (OVERTON STREET) TH N 339.81 FT TO BEG TH W 500. FT N 715 FT TH E 500 FT TO W R/W LINE OF OVERTON ST TH S 715 FT WITH W R/W LINE OF OVERTON ST TO BEG.

The CITY shall continue to own the aforesaid land and minerals, but shall have no right to surface use of said property. Any sale of the above described premises by the CITY shall be made subject to this Lease and Joint Services Agreement.

II.

The term of this lease and joint services agreement shall commence on August 1, 2017, and shall run for five (5) full years from that date. The SCHOOL BOARD is further granted the option to renew this lease and joint services agreement for two (2) successive five (5) year periods, provided that notice of intent to exercise this right to renew shall be given not later than thirty (30) days prior to the end of the initial term or prior to the end of any renewed term.

III.

To the extent funds are available the CITY may participate in the cost of construction, renovation, maintenance, and/or repair projects on the premises. Subject to the foregoing regarding CITY participation, the SCHOOL BOARD agrees to maintain, repair, and supervise the operation of, at no expense to the CITY,

the recreation fields and related facilities on the leased premises. No use of the leased premises by anyone other than SCHOOL BOARD shall be permitted except pursuant to the prior written consent of the DeQuincy High School Principal.

The DeQuincy High School Principal shall not unreasonably refuse to allow the CITY to permit use of the premises by others. However, the CITY shall be responsible for all claims, demands, actions, or suits, including costs and expenses incident thereto, for or on account of injuries to including death of persons or damage to property of others arising from, connected with, or in any manner related to the CITY granting permission to others to use the premises, and the CITY shall hold harmless and defend the Calcasieu Parish School Board, its agents, officers, employees, officials, and insurers with respect thereto. In addition, the CITY shall be responsible for the supervision and safety of activities for which it grants permission to use the premises. Nothing herein is intended to nor shall be deemed to create any obligation or liability to or for the benefit of anyone other than the parties hereto.

IV.

The SCHOOL BOARD accepts the premises described above in their present condition, and may but is not obligated to construct improvements upon the premises which are consistent with their intended recreational and sports use.

V.

Except with respect to uses permitted by the CITY, and except with respect to intentional or grossly negligent acts of the CITY, its agents, officers, and employees, the SCHOOL BOARD assumes all risks of and shall indemnify, defend, and save the CITY, its officers, directors, agents and employees, harmless from and against all claims, demands, actions or suits (including costs and expenses incident thereto) for or on account of injuries to (including death of) persons or property of others, arising wholly or in part from or in connection with the existence of the sports facilities, including, but not limited to, the construction, maintenance, operation, occupancy of, use of or removal of SCHOOL BOARD'S facilities. In the event of any suit or action brought against the CITY, the CITY shall timely notify the SCHOOL BOARD, and the SCHOOL BOARD shall appear and defend said suit or action at its cost and expense, and will pay and satisfy any judgment that may be rendered therein against the CITY when such suit or action has been finally determined, except with respect to premises use permitted by the CITY, and/or damages caused by the CITY's intentional or grossly negligent acts. The Calcasieu Parish School Board maintains a self-insured/excess insurance program with respect to its potential liabilities, and the CITY agrees that such program satisfies any obligation, if such obligation exists, of the SCHOOL BOARD to insure potential losses regarding the aforesaid premises. The Calcasieu Parish School Board retains the right, but has no obligation, to provide property insurance for improvements on the aforesaid premises.

VI.

The SCHOOL BOARD agrees to be responsible for the installation and payment of all utilities on the premises.

VII.

Except for permitting the use of the premises for recreational activities, the SCHOOL BOARD shall not have the right to assign or sublet its right to occupy the premises, it being understood and agreed that the lease contemplates the use of the premises for the operation of recreational fields and related facilities and the proper maintenance of such property by the SCHOOL BOARD. If the facilities or the premises are not properly maintained to the satisfaction of the CITY, its successors, heirs and/or assigns, the CITY shall notify SCHOOL BOARD in writing of the needed maintenance, and SCHOOL BOARD shall have ninety (90) days thereafter, or such longer period agreed upon by CITY, to address the deficiency in maintenance.

VIII.

Upon termination of this lease and joint services agreement, the SCHOOL BOARD shall have authority to but shall not have the obligation to remove such structures as it may have placed upon the premises, if the same can be accomplished without detriment to the premises.

IX.

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

X.

Any notice or other communication given under or with respect to the lease by the CITY to the SCHOOL BOARD shall be given by registered mail or certified mail or facsimile addressed to:

Superintendent
CALCASIEU PARISH SCHOOL BOARD
3310 Broad Street
Lake Charles, Louisiana 70615
Facsimile: (337) 217-4051

Any such notice by the SCHOOL BOARD to the CITY shall be given by registered or certified mail or facsimile addressed to:

CITY OF DEQUINCY, LOUISIANA
P. O. Box 968
DeQuincy, Louisiana 70663
Facsimile: (337) 786-3076

THUS DONE AND SIGNED on the dates hereinafter shown, in the Parish of Calcasieu, State of Louisiana, in the presence of the undersigned, after a due reading of the whole.

On a motion to approve by Mr. Smith and a second by Mr. Duhon, the motion carried with the understanding that a threshold would be set and any expense above \$5,000 would be presented to the Board for approval.

B. Approval of 2017-2018 Salary Schedules

The salary schedule is available for viewing at 3310 Broad Street and included in the archived Minutes. On a motion to approve by Mr. Dellafosse and a second by Mr. Duhon, the motion carried.

C. Approval of Resolution to assign rights for oil and gas lease from Oleum Operating Co., to Lucky Watch, LLC.

RESOLUTION

WHEREAS, Oleum Operating Co., L.C. has assigned all of its rights, title, and interest in State Agency Lease No. 17970 to Lucky Watch, L.L.C.; and

WHEREAS, Oleum Operating Co., L.C. has requested that Calcasieu Parish School Board accept and approve the aforesaid assignment.

NOW THEREFORE BE IT RESOLVED by the Calcasieu Parish School Board in regular session duly convened, in accordance with the provisions of Paragraph 8 of State Agency Lease No. 17970, the Calcasieu Parish School Board does hereby consent to the assignment of the rights of Oleum Operating Co., L.C. to Lucky Watch, L.L.C.;

BE IT FURTHER RESOLVED that in accordance with the provisions of La. R.S. 31:129 Oleum Operating Co., L.C. is **not** relieved of its obligations or liabilities under the aforesaid Lease.

Upon motion by Mrs. Ballard, seconded by Mr. Natali, the vote on the aforesaid Resolution was as follows:

YEAS: 14

NAYS: 0

ABSENT: 1

NOT VOTING: 0

THUS PASSED AND ADOPTED by the Calcasieu Parish School Board, convened in regular session on this 15th day of August 2017.

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

D. Approval of purchase option agreements for properties adjacent to S.P. Arnett Middle School

All purchase agreement options are available for viewing at 3310 Broad Street and included in the archived Minutes. The option agreement on all properties includes the non-refundable deposit of \$1,000.00. On a motion to approve by Mrs. Ballard and a second by Mr. Hardesty, the motion carried.

E. Approval of Resolution calling a special election for District 23 for Issuance of Bonds

Lake Charles, Louisiana
August 15, 2017

The Calcasieu Parish School Board of Calcasieu Parish, Louisiana, governing authority of School District No. 23 of Calcasieu Parish, Louisiana, met in regular session at 5:00 o'clock p.m. on Tuesday, August 15, 2017, at the regular meeting place of said Board in the Calcasieu Parish School Board Office, 3310 Broad Street, Lake Charles, Louisiana, pursuant to the provisions of written notice given to each and every member thereof and duly posted in the manner required by law.

President, Ron Hayes, called the meeting to order and on roll call, the following members were present:

Annette Ballard, Russell Castille, Mack Dellafosse, John Duhon, Glenda Gay, Chad Guidry, Damon Hardesty, Fredman Hardy, Ron Hayes, Aaron Natali, Dean Roberts, Alvin Smith, Eric Tarver, Wayne Williams

ABSENT: Billy Breaux

The meeting was called to order and the roll called with the above results.

Thereupon, upon motion made by Damon Hardesty and seconded by Aaron Natali, the following resolution was adopted, the vote thereon being as follows:

YEAS: 14

NAYS: 0

RESOLUTION

A RESOLUTION ORDERING AND CALLING A SPECIAL ELECTION TO BE HELD IN SCHOOL DISTRICT NO. 23 OF CALCASIEU PARISH, LOUISIANA, ON NOVEMBER 18, 2017, AUTHORIZING THE INCURRING OF DEBT AND ISSUANCE OF BONDS OF SAID DISTRICT; AND MAKING APPLICATION TO THE STATE BOND COMMISSION AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, it is deemed necessary and desirable by the Calcasieu Parish School Board, governing authority of School District No. 23 of Calcasieu Parish, Louisiana, (the "District"), that bonds of the District be issued in the sum of not to exceed **FIFTY-SIX MILLION, THREE HUNDRED THOUSAND AND NO/100 (\$56,300,000) DOLLARS**, for the purpose of acquiring and/or improving land and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for said District, and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public (the "Bonds"); and

WHEREAS, authority for issuance of the Bonds of the District for such purpose is

granted by Article 6, Section 33 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, by those portions of Part II not repealed by the 1977 Louisiana Legislature and Subpart A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, provided issuance of such bonds is first authorized by a majority of the qualified electors of the District voting on the proposition at an election to be held for such purpose; and

WHEREAS, pursuant to the provisions of La. R.S. 39:1421, *et seq.*, the bonds, if authorized by the District's electorate, may be sold at private sale in the manner determined by the Calcasieu Parish School Board, governing authority of the District provided issuance and private sale of the general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon; and

WHEREAS, the Calcasieu Parish School Board desires to provide for the holding of an election at which the proposition of issuing such Bonds may be submitted; and

NOW, THEREFORE, BE IT RESOLVED by the Calcasieu Parish School Board, acting as the governing authority of School District No. 23 of Calcasieu Parish, Louisiana:

SECTION 1. Subject to the approval of the State Bond Commission, and under the authority conferred by Article 6, Section 33 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, those portions of Part II not repealed by the 1977 Louisiana Legislature and Subpart A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, a special election be and is hereby called and ordered to be held in School District No. 23 of Calcasieu Parish, Louisiana (the "District"), on **Saturday, the 18th day of November, 2017**, between the hours of six (6:00) o'clock a.m. and eight (8:00) o'clock p.m., in compliance with the provisions of Section 541 of Title 18 and of Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and that at said special election there be submitted to all the qualified electors of the District entitled and qualified

to vote at said election under the Constitution and laws of the United States, the following proposition:

BOND PROPOSITION

Shall School District No. 23 of Calcasieu Parish, Louisiana ("District"), incur debt and issue bonds in an amount not exceeding Fifty-Six Million, Three Hundred Thousand (\$56,300,000) Dollars, in one or more series, for a period not exceeding twenty (20) years from date thereof, with interest at a rate or rates not exceeding eight (8%) percent per annum, for the purpose of 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, which bonds shall be general obligations of the District and will be retired with, paid from and secured by ad valorem taxes estimated to be 9.10 mills for the first year, on all taxable property within the District sufficient in rate and amount to pay said bonds in principal and interest, as provided by Article VI, Section 33 of the 1974 Louisiana Constitution, as amended, and statutory authority supplemental thereto?

SECTION 2. The polling places set forth in the Notice of Special Election in Section 4 hereof, be and the same are hereby designated as the polling places at which to hold such election.

SECTION 3. Officers designated or such substitutes as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, shall hold the said election substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. Said election officers shall make due returns of said election at a regular meeting of the Calcasieu Parish School Board, to be held at its regular meeting place, the School Board Office, Lake Charles, Louisiana, on Tuesday, the 12th day of December, 2017, at 5:00 o'clock p.m., at which time said School Board will, then and there, in open and public session, examine and canvass the returns and declare the result of said special election. The compensation of election officials be and the same is hereby fixed at the sum as specified in Sections 424 and 425 of Title 18 of the Louisiana Revised Statutes of 1950,

as amended. Assessed valuations shall not be voted in this election, and all qualified electors of the District are entitled to vote therein. Voting machines shall be used in this election, and voters shall not be required to sign a ballot or vote assessed valuation of property. The permanent registration law of the State of Louisiana being in force in Calcasieu Parish, said election shall be conducted in accordance with applicable provisions thereof.

SECTION 4. The Secretary of the Calcasieu Parish School Board is hereby empowered, authorized and directed to publish, entirely separate and apart from any publication which may be made of this resolution, once a week for four consecutive weeks, with the first publication not less than forty-five days nor more than ninety days before the date of the election, in the *Lake Charles American Press*, a newspaper published in Lake Charles, Louisiana, and having general circulation in Calcasieu Parish and in the District, a Notice of Election, substantially in the following form:

NOTICE TO VOTERS OF SPECIAL BOND ELECTION

To the qualified electors of School District No. 23 of Calcasieu Parish, Louisiana:

YOU ARE HEREBY NOTIFIED that on the 15th day of August, 2017, the Calcasieu Parish School Board, acting as the governing authority of School District No. 23 of Calcasieu Parish, Louisiana, ordered that a special election be held in School District No. 23 on Saturday, the **18th day of November, 2017**, for the purpose of submitting to all qualified electors of said School District No. 23, the following proposition:

BOND PROPOSITION

Shall School District No. 23 of Calcasieu Parish, Louisiana ("District"), incur debt and issue bonds in an amount not exceeding Fifty-Six Million, Three Hundred Thousand (\$56,300,000) Dollars, in one or more series, for a period not exceeding twenty (20) years from date thereof, with interest at a rate or rates not exceeding eight (8%) percent per annum, for the purpose of 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, which bonds shall be general obligations of the District and will be retired with, paid from and secured by ad valorem taxes estimated to be 9.10 mills for the first year, on all taxable property within the District sufficient in rate and amount to pay said bonds in principal and interest, as provided by Article VI, Section 33 of the 1974 Louisiana Constitution, as

amended, and statutory authority supplemental thereto?

A portion of the monies collected shall be remitted to certain state and statewide retirement systems in the manner required by law.

Said election will be held at all polling places which are situated within the boundaries of School District No. 23 of Calcasieu Parish, Louisiana. All registered voters in each of the following precincts shall be eligible to vote on the proposition:

<u>PRECINCT</u>	<u>POLLING PLACE</u>
405	Center Circle Recreation Building 80 Center Circle, Maplewood, Louisiana
440	Westlake High School 1000 Garden Drive, Westlake, Louisiana
441	S. P. Arnett Middle School 400 Sulphur Avenue, Westlake, Louisiana
463	Westlake High School 1000 Garden Drive, Westlake, Louisiana
464	S. P. Arnett Middle School 400 Sulphur Avenue, Westlake, Louisiana

ONLY THOSE REGISTERED VOTERS IN EACH OF THE FOLLOWING PRECINCTS WHO RESIDE WITHIN THE BOUNDARIES OF SCHOOL DISTRICT NO. 23 OF CALCASIEU PARISH, LOUISIANA, SHALL BE ELIGIBLE TO VOTE ON THE PROPOSITION:

<u>PRECINCT</u>	<u>POLLING PLACE</u>
408 (Part)	T. D. McMurry Park Gymnasium 300 S. Hazel Street, Maplewood, Louisiana
461 (Part)	Mossville Recreation Center 3825 Old Spanish Trail, Mossville, Louisiana

The polls will be open at six (6:00) o'clock a.m. and shall remain open until not later than eight (8:00) o'clock p.m. The said special election will be held substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. The officials appointed to hold the election or such substitutes therefor as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, will make due returns thereof to the Calcasieu Parish School Board, acting as the governing authority of School District No. 23 of Calcasieu Parish, Louisiana. Voting machines will be used in the conduct of the election. All qualified electors of School District No. 23 of Calcasieu Parish, Louisiana, will be entitled to vote. No voter shall be required to sign a ballot or vote assessed valuation of property.

Notice is hereby given that on Tuesday, the **12th day of December, 2017, at 5:00 o'clock p.m.**, the Calcasieu Parish School Board will meet in open and public session at the regular meeting place of the Calcasieu Parish School Board, 3310 Broad Street, Lake Charles, Louisiana, and will, then and there, examine and canvass the returns and declare the result of said election.

THUS DONE AND SIGNED in Lake Charles, Louisiana, by authority of a Resolution adopted by the Calcasieu Parish School Board, acting as the governing authority of School District No. 23 of Calcasieu Parish, Louisiana, on the 15th day of August, 2017.

/s/ Ron Hayes
RON HAYES, President
Calcasieu Parish School Board

ATTEST:

/s/ Karl Bruchhaus
KARL BRUCHHAUS
Superintendent of Schools
and Ex-Officio Secretary
Calcasieu Parish School Board

SECTION 5. The Secretary of the Calcasieu Parish School Board be and he is hereby empowered, authorized and directed to arrange for furnishing said election officers, in ample time for holding of said election the necessary equipment, forms and other election

paraphernalia essential to the proper holding of said election.

SECTION 6. Application is hereby formally made to the State Bond Commission, Baton Rouge, Louisiana, in compliance with the requirements of Chapter 2, Title 47 of the Louisiana Revised Statutes of 1950, as amended, and in compliance with Article 6, Sections 29, 30 and 32 of the Constitution of 1974 of the State of Louisiana, and other Constitutional and statutory authority supplemental thereto, for consent, approval and authority to hold the aforesaid election in the District under the provisions of Article 6, Section 22 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, those portions of Part II not repealed by the 1977 Legislature and Sub-Part A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other Constitutional and statutory authority supplemental thereto, and in the event such election carries, for its consent and authority to levy and collect the ad valorem taxes therein provided, and to issue Bonds to be retired with, paid from and secured by said ad valorem taxes on all taxable property within the limits of the District sufficient in rate and amount to pay said Bonds in principal and interest as they respectively mature. The Secretary is empowered, authorized and requested to forward to the State Bond Commission a certified copy of this resolution which shall constitute a formal application to said Commission as herein provided.

SECTION 7. By virtue of the District's application for, acceptance and utilization of the benefits of the Louisiana State Bond Commission's approval(s) resolved and set forth herein, the District resolves that it understands and agrees that such approval(s) are expressly conditioned upon, and it further resolves that it understands, agrees and binds itself, its successors and assigns to, full and continuing compliance with the "State Bond Commission Policy on Approval of Proposed Use of Swaps, or other forms of Derivative Products Hedges, Etc.," adopted by the Commission on July 20, 2006, as to the borrowing(s) and other matter(s) subject to the approval(s), including subsequent application and approval under said Policy of the implementation or use of any swap(s) or other product(s) or enhancement(s) covered thereby.

SECTION 8. There being a real public necessity for the retention and employment

of legal counsel to provide specialized legal services in connection with acquiring and/or improving land and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for the District, and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public, for the benefit of all its citizens, requiring issuance of General Obligation Public School Improvement Bonds by School District No. 23 of Calcasieu Parish, Louisiana, and it appearing that the public interest requires obtaining such specialized legal services, Joseph A. Delafield, A Professional Corporation, of Lake Charles, Louisiana, is hereby employed for such purposes ("Bond Counsel"). The fee for the work to be performed hereunder is contingent upon issuance, sale and delivery of the Bonds, and shall be in accordance with the maximum fee schedule of the Attorney General of the State of Louisiana for comprehensive legal and coordinate professional work of bond attorneys and bond counsel in issuance of general obligation bonds. Should the election provided for herein fail one or more times, Bond Counsel nevertheless shall continue to provide legal services until the project contemplated herein is successfully accomplished. It is intended that acceptance and approval of this resolution by entering upon performance by Bond Counsel of the legal services provided herein shall constitute this resolution a contract in accordance with the provisions hereof. Upon delivery and payment in full for the Bonds, payment of the fee and expense of Bond Counsel is authorized to be made as herein provided.

SECTION 9. The employment of Stifel, Nicolaus & Company, Incorporated of Baton Rouge, Louisiana, as underwriter and investment banker in connection with the Bonds is hereby approved. The compensation of the Underwriter shall be payable from proceeds of the Bonds and shall be subject to approval of the governing authority of the District and the Louisiana State Bond Commission.

SECTION 10. The employment of Government Consultants, Inc., of Baton Rouge, Louisiana, as Municipal Advisor in connection with the Bonds is hereby approved. The compensation of the Municipal Advisor shall be payable from proceeds of the Bonds and shall be subject to approval of the governing authority of the District and the Louisiana State Bond Commission.

SECTION 11. Pursuant to the provisions of La. R.S. 39:1421, *et seq.*, the Bonds may be sold at private sale in the manner determined by the Calcasieu Parish School Board, as governing authority of the District provided issuance of such general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon.

SECTION 12. Certified copies of this Resolution shall be forwarded to the Secretary of State, the Clerk of Court and Ex-Officio Custodian of Voting Machines in and for the Parish of Calcasieu, and the Registrar of Voters, as notification of the special election herein called in order that each may prepare for said election and perform their respective functions as authorized and required by law.

SECTION 13. The President and Secretary of this Board are empowered, authorized and requested to cause to be published a public notice describing the geographic limits of the District said publication to be made in the *Lake Charles American Press* in the same edition as the Notice to Voters is published, pertaining to the special bond election authorized for the District.

SECTION 14. In the event the District's electorate approves issuance of general obligation bonds at the election provided for herein, the Calcasieu Parish School Board, as governing authority of the District, does hereby approve private sale of the general obligation bonds, provided such private sale of the general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon, pursuant to the provisions of La. R.S. 39:1421 et seq.

SECTION 15. As provided for and conditioned in Section 14 above, private sale of the general obligation bonds to Stifel, Nicolaus and Company, Incorporated, Baton Rouge, Louisiana, is approved and authorized.

SECTION 16. All resolutions, ordinances, or orders in conflict herewith, be, to the

extent of such conflict, and they are hereby repealed.

Adopted and approved on this 15th day of August, 2017.

/s/ Ron Hayes
RON HAYES, President
Calcasieu Parish School Board

ATTEST:

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

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

F. Approval of Resolution calling a special election for District 31 for Issuance of Bonds

Lake Charles, Louisiana
August 15, 2017

The Calcasieu Parish School Board of Calcasieu Parish, Louisiana, governing authority of School District No. 31 of Calcasieu Parish, Louisiana, met in regular session at 5:00 o'clock p.m. on Tuesday, August 15, 2017, at the regular meeting place of said Board in the Calcasieu Parish School Board Office, 3310 Broad Street, Lake Charles, Louisiana, pursuant to the provisions of written notice given to each and every member thereof and duly posted in the manner required by law.

President, Ron Hayes, called the meeting to order and on roll call, the following members were present:

Annette Ballard, Russell Castille, Mack Dellafosse, John Duhon, Glenda Gay, Chad Guidry, Damon Hardesty, Fredman Hardy, Ron Hayes, Aaron Natali, Dean Roberts, Alvin Smith, Eric Tarver, Wayne Williams

ABSENT: Billy Breaux

The meeting was called to order and the roll called with the above results.

Thereupon, upon motion made by Fredman Hardy and seconded by John Duhon, the following resolution was adopted, the vote thereon being as follows:

YEAS: 12

NAYS: 2

RESOLUTION

A RESOLUTION ORDERING AND CALLING A SPECIAL ELECTION TO BE HELD IN SCHOOL DISTRICT NO. 31 OF CALCASIEU PARISH, LOUISIANA, ON NOVEMBER 18, 2017, AUTHORIZING THE INCURRING OF DEBT AND ISSUANCE OF BONDS OF SAID DISTRICT; AND MAKING APPLICATION TO THE STATE BOND COMMISSION AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, it is deemed necessary and desirable by the Calcasieu Parish School Board, governing authority of School District No. 31 of Calcasieu Parish, Louisiana, (the "District"), that bonds of the District be issued in the sum of not to exceed **FORTY-SIX MILLION AND NO/100 (\$46,000,000) DOLLARS**, for the purpose of acquiring and/or improving land and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for said District, and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public (the "Bonds"); and

WHEREAS, authority for issuance of the Bonds of the District for such purpose is granted by Article 6, Section 33 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, by those portions of Part II not repealed by the 1977 Louisiana Legislature and Subpart A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, provided issuance of such bonds is first authorized by a majority of the qualified electors of the District voting on the proposition at an election to be held for such purpose; and

WHEREAS, pursuant to the provisions of La. R.S. 39:1421, *et seq.*, the bonds, if authorized by the District's electorate, may be sold at private sale in the manner determined by the Calcasieu Parish School Board, governing authority of the District provided issuance and private sale of the general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon; and

WHEREAS, the Calcasieu Parish School Board desires to provide for the holding of an election at which the proposition of issuing such Bonds may be submitted; and

NOW, THEREFORE, BE IT RESOLVED by the Calcasieu Parish School Board, acting as the governing authority of School District No. 31 of Calcasieu Parish, Louisiana:

SECTION 1. Subject to the approval of the State Bond Commission, and under the authority conferred by Article 6, Section 33 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, those portions of Part II not repealed by the 1977 Louisiana Legislature and Subpart A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, a special election be and is hereby called and ordered to be held in School District No. 31 of Calcasieu Parish, Louisiana (the "District"), on **Saturday, the 18th day of November, 2017**, between the hours of six (6:00) o'clock a.m. and eight (8:00) o'clock p.m., in compliance with the provisions of Section 541 of Title 18 and of Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and that at said special election there be submitted to all the qualified electors of the District entitled and qualified to vote at said election under the Constitution and laws of the United States, the following proposition:

BOND PROPOSITION

Shall School District No. 31 of Calcasieu Parish, Louisiana ("District"), incur debt and issue bonds in an amount not exceeding Forty-Six Million (\$46,000,000) Dollars, in one or more series, for a period not exceeding twenty (20) years from date thereof, with interest at a rate or rates not

exceeding eight (8%) percent per annum, for the purpose of 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, which bonds shall be general obligations of the District and will be retired with, paid from and secured by ad valorem taxes estimated to be 27.60 mills for the first year, on all taxable property within the District sufficient in rate and amount to pay said bonds in principal and interest, as provided by Article VI, Section 33 of the 1974 Louisiana Constitution, as amended, and statutory authority supplemental thereto?

SECTION 2. The polling places set forth in the Notice of Special Election in Section 4 hereof, be and the same are hereby designated as the polling places at which to hold such election.

August 15, 2017

SECTION 3. Officers designated or such substitutes as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, shall hold the said election substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. Said election officers shall make due returns of said election at a regular meeting of the Calcasieu Parish School Board, to be held at its regular meeting place, the School Board Office, Lake Charles, Louisiana, on Tuesday, the 12th day of December, 2017, at 5:00 o'clock p.m., at which time said School Board will, then and there, in open and public session, examine and canvass the returns and declare the result of said special election. The compensation of election officials be and the same is hereby fixed at the sum as specified in Sections 424 and 425 of Title 18 of the Louisiana Revised Statutes of 1950, as amended. Assessed valuations shall not be voted in this election, and all qualified electors of the District are entitled to vote therein. Voting machines shall be used in this election, and voters shall not be required to sign a ballot or vote assessed valuation of property. The permanent registration law of the State of Louisiana being in force in Calcasieu Parish, said election shall be conducted in accordance with applicable provisions thereof.

SECTION 4. The Secretary of the Calcasieu Parish School Board is hereby empowered, authorized and directed to publish, entirely separate and apart from any publication which may be made of this resolution, once a week for four consecutive weeks, with the first publication not less than forty-five days nor more than ninety days before the date of the election, in the *Lake Charles American Press* a newspaper published in Lake Charles, Louisiana, and having general circulation in Calcasieu Parish and in the District, a Notice of Election, substantially in the following form:

NOTICE TO VOTERS OF

SPECIAL BOND ELECTION

To the qualified electors of School District No. 31 of Calcasieu Parish, Louisiana:

YOU ARE HEREBY NOTIFIED that on the 15th day of August, 2017, the Calcasieu Parish School Board, acting as the governing authority of School District No. 31 of Calcasieu Parish, Louisiana, ordered that a special election be held in School District No. 31 on Saturday, the **18th day of November, 2017**, for the purpose of submitting to all qualified electors of said School District No. 31, the following proposition:

BOND PROPOSITION

Shall School District No. 31 of Calcasieu Parish, Louisiana ("District"), incur debt and issue bonds in an amount not exceeding Forty-Six Million (\$46,000,000) Dollars, in one or more series, for a period not exceeding twenty (20) years from date thereof, with interest at a rate or rates not exceeding eight (8%) percent per annum, for the purpose of 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, which bonds shall be general obligations of the District and will be retired with, paid from and secured by ad valorem taxes estimated to be 27.60 mills for the first year, on all taxable property within the District sufficient in rate and amount to pay said bonds in principal and interest, as provided by Article VI, Section 33 of the 1974 Louisiana Constitution, as amended, and statutory authority supplemental thereto?

A portion of the monies collected shall be remitted to certain state and statewide retirement systems in the manner required by law.

Said election will be held at all polling places which are situated within the boundaries of School District No. 31 of Calcasieu Parish, Louisiana. All registered voters in each of the following precincts shall be eligible to vote on the proposition:

PRECINCT

POLLING PLACE

300

Ray D. Molo Middle School
2300 Medora St., Lake Charles, Louisiana

301

Washington/Marion High School
2802 Pineview St., Lake Charles, Louisiana

303	Ralph F. Wilson Elementary School 1400 Opelousas St., Lake Charles, Louisiana
304	Allen P. August Multi-Purpose Annex 2000 Moeling St., Lake Charles, Louisiana
305	Jessie D. Clifton Elementary School 100 N. Prater St., Lake Charles, Louisiana

PRECINCT

POLLING PLACE

307	Chateau Du Lac 333 Mill St., Lake Charles, Louisiana
308	Calcasieu Parish School Board Curric-Inst Office, 600 S. Shattuck St. Lake Charles, Louisiana
309E	Foreman-Reynaud YMCA 215 Albert St., Lake Charles, Louisiana
309W	Foreman-Reynaud YMCA 215 Albert St., Lake Charles, Louisiana
310	Calcasieu Parish Courthouse - 1 st Floor 1000 Ryan St., Lake Charles, Louisiana
311	Pearl Watson Elementary School 1300 5 th St., Lake Charles, Louisiana
312	Calcasieu Parish School Board Office 2423 6 th St., Lake Charles, Louisiana
314	St. Louis High School 1620 Bank Str., Lake Charles, Louisiana
315E	Lake Charles-Boston High School 1509 Enterprise Blvd., Lake Charles, Louisiana
315W	Lake Charles-Boston High School 1509 Enterprise Blvd., Lake Charles, Louisiana
361	Calcasieu Parish Public Works E. Maintenance Facility, 5500B Swift

Plant Road, Lake Charles, Louisiana

**ONLY THOSE REGISTERED VOTERS IN EACH OF THE FOLLOWING
PRECINCTS WHO RESIDE WITHIN THE BOUNDARIES OF SCHOOL
DISTRICT NO. 31 OF CALCASIEU PARISH, LOUISIANA, SHALL BE
ELIGIBLE TO VOTE ON THE PROPOSITION:**

<u>PRECINCT</u>	<u>POLLING PLACE</u>
302 (Part)	Chateau Du Lac, 333 Mill St. Lake Charles, Louisiana
306 (Part)	Drew Park Pavilion, 416 South Ryan St. Lake Charles, Louisiana
313E (Part)	John F. Kennedy Elementary School 2001 Russell St., Lake Charles, Louisiana
313W (Part)	John F. Kennedy Elementary School 2001 Russell St., Lake Charles, Louisiana
360 (Part)	Wd 3 Fire Protection District #2 Fire Station, 3088 Old Town Rd. Lake Charles, Louisiana

The polls will be open at six (6:00) o'clock a.m. and shall remain open until not later than eight (8:00) o'clock p.m. The said special election will be held substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. The officials appointed to hold the election or such substitutes therefor as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, will make due returns thereof to the Calcasieu Parish School Board, acting as the governing authority of School District No. 31 of Calcasieu Parish, Louisiana. Voting machines will be used in the conduct of the election. All qualified electors of School District No. 31 of Calcasieu Parish, Louisiana, will be entitled to vote. No voter shall be required to sign a ballot or vote assessed valuation of property.

Notice is hereby given that on Tuesday, the **12th day of December, 2017, at 5:00 o'clock p.m.**, the Calcasieu Parish School Board will meet in open and public session at the regular meeting place of the Calcasieu Parish School Board, 3310

Broad Street, Lake Charles, Louisiana, and will, then and there, examine and canvass the returns and declare the result of said election.

THUS DONE AND SIGNED in Lake Charles, Louisiana, by authority of a Resolution adopted by the Calcasieu Parish School Board, acting as the governing authority of School District No. 31 of Calcasieu Parish, Louisiana, on the 15th day of August, 2017.

/s/ Ron Hayes
RON HAYES, President
Calcasieu Parish School Board

ATTEST:

/s/ Karl Bruchhaus
KARL BRUCHHAUS
Superintendent of Schools
and Ex-Officio Secretary
Calcasieu Parish School Board

SECTION 5. The Secretary of the Calcasieu Parish School Board be and he is hereby empowered, authorized and directed to arrange for furnishing said election officers, in ample time for holding of said election the necessary equipment, forms and other election paraphernalia essential to the proper holding of said election.

SECTION 6. Application is hereby formally made to the State Bond Commission, Baton Rouge, Louisiana, in compliance with the requirements of Chapter 2, Title 47 of the Louisiana Revised Statutes of 1950, as amended, and in compliance with Article 6, Sections 29, 30 and 32 of the Constitution of 1974 of the State of Louisiana, and other Constitutional and statutory authority supplemental thereto, for consent, approval and authority to hold the aforesaid election in the District under the provisions of Article 6, Section 22 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, those portions of Part II not repealed by the 1977 Legislature and Sub-Part A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other Constitutional and statutory authority supplemental thereto, and in the event such election carries, for its consent and authority to levy and collect the ad valorem taxes therein provided, and to issue Bonds to be retired with, paid from and

secured by said ad valorem taxes on all taxable property within the limits of the District sufficient in rate and amount to pay said Bonds in principal and interest as they respectively mature. The Secretary is empowered, authorized and requested to forward to the State Bond Commission a certified copy of this resolution which shall constitute a formal application to said Commission as herein provided.

SECTION 7. By virtue of the District's application for, acceptance and utilization of the benefits of the Louisiana State Bond Commission's approval(s) resolved and set forth herein, the District resolves that it understands and agrees that such approval(s) are expressly conditioned upon, and it further resolves that it understands, agrees and binds itself, its successors and assigns to, full and continuing compliance with the "State Bond Commission Policy on Approval of Proposed Use of Swaps, or other forms of Derivative Products Hedges, Etc.," adopted by the Commission on July 20, 2006, as to the borrowing(s) and other matter(s) subject to the approval(s), including subsequent application and approval under said Policy of the implementation or use of any swap(s) or other product(s) or enhancement(s) covered thereby.

SECTION 8. There being a real public necessity for the retention and employment of legal counsel to provide specialized legal services in connection with acquiring and/or improving land and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for the District, and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public, for the benefit of all its citizens, requiring issuance of General Obligation Public School Improvement Bonds by School District No. 31 of Calcasieu Parish, Louisiana, and it appearing that the public interest requires obtaining such specialized legal services, Joseph A. Delafield, A Professional Corporation, of Lake Charles, Louisiana, is hereby employed for such purposes ("Bond Counsel"). The fee for the work to be performed hereunder is contingent upon issuance, sale and delivery of the Bonds, and shall be in accordance with the maximum fee schedule of the Attorney General of the State of Louisiana for comprehensive legal and coordinate professional work of bond attorneys and bond counsel in issuance of general obligation bonds. Should the election provided for herein fail one

or more times, Bond Counsel nevertheless shall continue to provide legal services until the project contemplated herein is successfully accomplished. It is intended that acceptance and approval of this resolution by entering upon performance by Bond Counsel of the legal services provided herein shall constitute this resolution a contract in accordance with the provisions hereof. Upon delivery and payment in full for the Bonds, payment of the fee and expense of Bond Counsel is authorized to be made as herein provided.

SECTION 9. The employment of Stifel, Nicolaus & Company, Incorporated of Baton Rouge, Louisiana, as underwriter and investment banker in connection with the Bonds is hereby approved. The compensation of the Underwriter shall be payable from proceeds of the Bonds and shall be subject to approval of the governing authority of the District and the Louisiana State Bond Commission.

SECTION 10. The employment of Government Consultants, Inc., of Baton Rouge, Louisiana, as Municipal Advisor in connection with the Bonds is hereby approved. The compensation of the Municipal Advisor shall be payable from proceeds of the Bonds and shall be subject to approval of the governing authority of the District and the Louisiana State Bond Commission.

SECTION 11. Pursuant to the provisions of La. R.S. 39:1421, *et seq.*, the Bonds may be sold at private sale in the manner determined by the Calcasieu Parish School Board, as governing authority of the District provided issuance of such general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon.

SECTION 12. Certified copies of this Resolution shall be forwarded to the Secretary of State, the Clerk of Court and Ex-Officio Custodian of Voting Machines in and for the Parish of Calcasieu, and the Registrar of Voters, as notification of the special election herein called in order that each may prepare for said election and perform their respective functions as authorized and required by law.

SECTION 13. The President and Secretary of this Board are empowered, authorized and requested to cause to be published a public notice describing the geographic limits of the District said publication to be made in the *Lake Charles American Press* in the same edition as the Notice to Voters is published, pertaining to the special bond election authorized for the District.

SECTION 14. In the event the District's electorate approves issuance of general obligation bonds at the election provided for herein, the Calcasieu Parish School Board, as governing authority of the District, does hereby approve private sale of the general obligation bonds, provided such private sale of the general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon, pursuant to the provisions of La. R.S. 39:1421 et seq.

SECTION 15. As provided for and conditioned in Section 14 above, private sale of the general obligation bonds to Stifel, Nicolaus and Company, Incorporated, Baton Rouge, Louisiana, is approved and authorized.

SECTION 16. All resolutions, ordinances, or orders in conflict herewith, be, to the extent of such conflict, and they are hereby repealed.

Adopted and approved on this 15th day of August, 2017.

/s/ Ron Hayes
RON HAYES, President
Calcasieu Parish School Board

ATTEST:

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

On a motion to approve by Mr. Hardy and a second by Mr. Duhon, the motion carried.

Blue cards to address the Board:

Ms. Mary Morris

Mr. Braylon Harris

G. Approval of Resolution calling a special election for District 33 for Issuance of Bonds

Lake Charles, Louisiana
August 15, 2017

The Calcasieu Parish School Board of Calcasieu Parish, Louisiana, governing authority of School District No. 33 of Calcasieu Parish, Louisiana, met in regular session at 5:00 o'clock p.m. on Tuesday, August 15, 2017, at the regular meeting place of said Board in the Calcasieu Parish School Board Office, 3310 Broad Street, Lake Charles, Louisiana, pursuant to the provisions of written notice given to each and every member thereof and duly posted in the manner required by law.

President, Ron Hayes, called the meeting to order and on roll call, the following members were present:

Annette Ballard, Russell Castille, Mack Dellafosse, John Duhon, Glenda Gay, Chad Guidry, Damon Hardesty, Fredman Hardy, Ron Hayes, Aaron Natali, Dean Roberts, Alvin Smith, Eric Tarver, Wayne Williams

ABSENT: Billy Breaux

The meeting was called to order and the roll called with the above results.

Thereupon, upon motion made by Mack Dellafosse and seconded by John Duhon, the following resolution was adopted, the vote thereon being as follows:

YEAS: 11

NAYS: 1

ABSTAIN: 1

NOT
VOTING: 1

RESOLUTION

A RESOLUTION ORDERING AND CALLING A SPECIAL ELECTION TO BE HELD IN SCHOOL DISTRICT NO. 33 OF CALCASIEU PARISH, LOUISIANA, ON NOVEMBER 18, 2017, AUTHORIZING THE INCURRING OF DEBT AND ISSUANCE OF BONDS OF SAID DISTRICT; AND MAKING APPLICATION TO THE STATE BOND COMMISSION AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, it is deemed necessary and desirable by the Calcasieu Parish School Board, governing authority of School District No. 33 of Calcasieu Parish, Louisiana, (the "District"), that bonds of the District be issued in the sum of not to exceed **FIFTY MILLION, EIGHT HUNDRED THOUSAND AND NO/100 (\$50,800,000) DOLLARS**, for the purpose of acquiring and/or improving land and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for said District, and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public (the "Bonds"); and

WHEREAS, authority for issuance of the Bonds of the District for such purpose is granted by Article 6, Section 33 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, by those portions of Part II not repealed by the 1977 Louisiana Legislature and Subpart A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, provided issuance of such bonds is first authorized by a majority of the qualified electors of the District voting on the proposition at an election to be held for such purpose; and

WHEREAS, pursuant to the provisions of La. R.S. 39:1421, *et seq.*, the bonds, if authorized by the District's electorate, may be sold at private sale in the manner determined by the Calcasieu Parish School Board, governing authority of the District provided issuance and private sale of the general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon; and

WHEREAS, the Calcasieu Parish School Board desires to provide for the holding of an election at which the proposition of issuing such Bonds may be submitted; and

NOW, THEREFORE, BE IT RESOLVED by the Calcasieu Parish School Board, acting as the governing authority of School District No. 33 of Calcasieu Parish, Louisiana:

SECTION 1. Subject to the approval of the State Bond Commission, and under the authority conferred by Article 6, Section 33 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, those portions of Part II not repealed by the 1977 Louisiana Legislature and Subpart A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, a special election be and is hereby called and ordered to be held in School District No. 33 of Calcasieu Parish, Louisiana (the "District"), on **Saturday, the 18th day of November, 2017**, between the hours of six (6:00) o'clock a.m. and eight (8:00) o'clock p.m., in compliance with the provisions of Section 541 of Title 18 and of Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and that at said special election there be submitted to all the qualified electors of the District entitled and qualified to vote at said election under the Constitution and laws of the United States, the following proposition:

BOND PROPOSITION

Shall School District No. 33 of Calcasieu Parish, Louisiana ("District"), incur debt and issue bonds in an amount not exceeding Fifty Million, Eight Hundred Thousand (\$50,800,000) Dollars, in one or more series, for a period not exceeding twenty (20) years from date thereof, with interest at a rate or rates not exceeding eight (8%) percent per annum, for the purpose of 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, which bonds shall be general obligations of the District and will be retired with, paid from and secured by ad valorem taxes estimated to be 26.9 mills for the first year, on all taxable property within the District sufficient in rate and

amount to pay said bonds in principal and interest, as provided by Article VI, Section 33 of the 1974 Louisiana Constitution, as amended, and statutory authority supplemental thereto?

SECTION 2. The polling places set forth in the Notice of Special Election in Section 4 hereof, be and the same are hereby designated as the polling places at which to hold such election.

SECTION 3. Officers designated or such substitutes as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, shall hold the said election substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. Said election officers shall make due returns of said election at a regular meeting of the Calcasieu Parish School Board, to be held at its regular meeting place, the School Board Office, Lake Charles, Louisiana, on Tuesday, the 12th day of December, 2017, at 5:00 o'clock p.m., at which time said School Board will, then and there, in open and public session, examine and canvass the returns and declare the result of said special election. The compensation of election officials be and the same is hereby fixed at the sum as specified in Sections 424 and 425 of Title 18 of the Louisiana Revised Statutes of 1950, as amended. Assessed valuations shall not be voted in this election, and all qualified electors of the District are entitled to vote therein. Voting machines shall be used in this election, and voters shall not be required to sign a ballot or vote assessed valuation of property. The permanent registration law of the State of Louisiana being in force in Calcasieu Parish, said election shall be conducted in accordance with applicable provisions thereof.

SECTION 4. The Secretary of the Calcasieu Parish School Board is hereby empowered, authorized and directed to publish, entirely separate and apart from any publication which may be made of this resolution, once a week for four consecutive weeks, with the first publication not less than forty-five days nor more than ninety days before the

date of the election, in the *Lake Charles American Press* a newspaper published in Lake Charles, Louisiana, and having general circulation in Calcasieu Parish and in the District, a Notice of Election, substantially in the following form:

**NOTICE TO VOTERS OF
SPECIAL BOND ELECTION**

To the qualified electors of School District No. 33 of Calcasieu Parish, Louisiana:

YOU ARE HEREBY NOTIFIED that on the 15th day of August, 2017, the Calcasieu Parish School Board, acting as the governing authority of School District No. 33 of Calcasieu Parish, Louisiana, ordered that a special election be held in School District No. 33 on Saturday, the **18th day of November, 2017**, for the purpose of submitting to all qualified electors of said School District No. 33, the following proposition:

BOND PROPOSITION

August 15, 2017

Shall School District No. 33 of Calcasieu Parish, Louisiana ("District"), incur debt and issue bonds in an amount not exceeding Fifty Million, Eight Hundred Thousand (\$50,800,000) Dollars, in one or more series, for a period not exceeding twenty (20) years from date thereof, with interest at a rate or rates not exceeding eight (8%) percent per annum, for the purpose of 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, which bonds shall be general obligations of the District and will be retired with, paid from and secured by ad valorem taxes estimated to be 26.9 mills for the first year, on all taxable property within the District sufficient in rate and amount to pay said bonds in principal and interest, as provided by Article VI, Section 33 of the 1974 Louisiana Constitution, as amended, and statutory authority supplemental thereto?

A portion of the monies collected shall be remitted to certain state and statewide retirement systems in the manner required by law.

Said election will be held at all polling places which are situated within the boundaries of School District No. 33 of Calcasieu Parish, Louisiana. All registered voters in each of the following precincts shall be eligible to vote on the proposition:

<u>PRECINCT</u>	<u>POLLING PLACE</u>
318	T. S. Cooley Elementary School 2711 Common St., Lake Charles, Louisiana
319N	St. Margaret School 2510 Enterprise Blvd., Lake Charles, Louisiana
319S	St. Margaret School 2410 Enterprise Blvd., Lake Charles, Louisiana
<u>PRECINCT</u>	<u>POLLING PLACE</u>
320E	Oak Park Elementary School 2001 18 th St., Lake Charles, Louisiana
320W	Oak Park Elementary School

	2001 18 th St., Lake Charles, Louisiana
321	T. H. Watkins Elementary School 2501 7 th Ave., Lake Charles, Louisiana
322	Oak Park Middle School 2200 Oak Park Blvd., Lake Charles, Louisiana
323	T. H. Watkins Elementary School 2501 7 th Ave., Lake Charles, Louisiana
324	Fairview Elementary School 3955 Highway 14, Lake Charles, Louisiana
327	Henry Heights Elementary School 3600 Louisiana Ave., Lake Charles, Louisiana
328	Brentwood Elementary School 3825 Brentwood Ave., Lake Charles, Louisiana
329	Brentwood Elementary School 3825 Brentwood Ave., Lake Charles, Louisiana
330	Fairview Elementary School 3955 Highway 14, Lake Charles, Louisiana
332N	Gayle Hall - MSU Campus 4380 Ryan St., Lake Charles, Louisiana
332S	Gayle Hall - MSU Campus 4380 Ryan St., Lake Charles, Louisiana
364	Fairview Elementary School 3955 Highway 14, Lake Charles, Louisiana
370	Calcasieu Parish Agriculture Center 7101 Gulf Hwy., Lake Charles, Louisiana
371N	Calcasieu Parish Agriculture Center 7101 Gulf Hwy., Lake Charles, Louisiana

**ONLY THOSE REGISTERED VOTERS IN EACH OF THE FOLLOWING
PRECINCTS WHO RESIDE WITHIN THE BOUNDARIES OF SCHOOL**

DISTRICT NO. 33 OF CALCASIEU PARISH, LOUISIANA, SHALL BE ELIGIBLE TO VOTE ON THE PROPOSITION:

<u>PRECINCT</u>	<u>POLLING PLACE</u>
313E (Part)	John F. Kennedy Elementary School 2001 Russell St., Lake Charles, Louisiana
313W (Part)	John F. Kennedy Elementary School 2001 Russell St., Lake Charles, Louisiana
338 (Part)	F. K. White Middle School 1000 E. McNeese St., Lake Charles, Louisiana
339 (Part)	Dolby Elementary School 817 Jefferson Drive, Lake Charles, Louisiana
365 (Part)	New St. John Elementary School 5566 Elliott Rd., Lake Charles, Louisiana
369 (Part)	M. J. Kaufman Elementary School 301 Tekel Road, Lake Charles, Louisiana
371S (Part)	Calcasieu Parish Agriculture Center 7101 Gulf Hwy., Lake Charles, Louisiana

The polls will be open at six (6:00) o'clock a.m. and shall remain open until not later than eight (8:00) o'clock p.m. The said special election will be held substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. The officials appointed to hold the election or such substitutes therefor as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, will make due returns thereof to the Calcasieu Parish School Board, acting as the governing authority of School District No. 33 of Calcasieu Parish, Louisiana. Voting machines will be used in the conduct of the election. All qualified electors of School District No. 33 of Calcasieu Parish, Louisiana, will be entitled to vote. No voter shall be required to sign a ballot or vote assessed valuation of property.

Notice is hereby given that on Tuesday, the **12th day of December, 2017,** **at 5:00 o'clock p.m.,** the Calcasieu Parish School Board will meet in open and public session at the regular meeting place of the Calcasieu Parish

School Board, 3310 Broad Street, Lake Charles, Louisiana, and will, then and there, examine and canvass the returns and declare the result of said election.

THUS DONE AND SIGNED in Lake Charles, Louisiana, by authority of a Resolution adopted by the Calcasieu Parish School Board, acting as the governing authority of School District No. 33 of Calcasieu Parish, Louisiana, on the 15th day of August, 2017.

/s/ Ron Hayes

RON HAYES, President

ATTEST: Calcasieu Parish School Board

/s/ Karl Bruchhaus
KARL BRUCHHAUS
Superintendent of Schools
and Ex-Officio Secretary
Calcasieu Parish School Board

SECTION 5. The Secretary of the Calcasieu Parish School Board be and he is hereby empowered, authorized and directed to arrange for furnishing said election officers, in ample time for holding of said election the necessary equipment, forms and other election paraphernalia essential to the proper holding of said election.

SECTION 6. Application is hereby formally made to the State Bond Commission, Baton Rouge, Louisiana, in compliance with the requirements of Chapter 2, Title 47 of the Louisiana Revised Statutes of 1950, as amended, and in compliance with Article 6, Sections 29, 30 and 32 of the Constitution of 1974 of the State of Louisiana, and other Constitutional and statutory authority supplemental thereto, for consent, approval and authority to hold the aforesaid election in the District under the provisions of Article 6, Section 22 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, those portions of Part II not repealed by the 1977 Legislature and Sub-Part A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other Constitutional and statutory authority supplemental thereto, and in the event such election carries, for its consent and authority to levy and collect the ad valorem taxes therein provided, and to issue Bonds to be retired with, paid from and secured by said ad valorem taxes on all taxable property within the limits of the District sufficient in rate and amount to pay said Bonds in

principal and interest as they respectively mature. The Secretary is empowered, authorized and requested to forward to the State Bond Commission a certified copy of this resolution which shall constitute a formal application to said Commission as herein provided.

SECTION 7. By virtue of the District's application for, acceptance and utilization of the benefits of the Louisiana State Bond Commission's approval(s) resolved and set forth herein, the District resolves that it understands and agrees that such approval(s) are expressly conditioned upon, and it further resolves that it understands, agrees and binds itself, its successors and assigns to, full and continuing compliance with the "State Bond Commission Policy on Approval of Proposed Use of Swaps, or other forms of Derivative Products Hedges, Etc.," adopted by the Commission on July 20, 2006, as to the borrowing(s) and other matter(s) subject to the approval(s), including subsequent application and approval under said Policy of the implementation or use of any swap(s) or other product(s) or enhancement(s) covered thereby.

SECTION 8. There being a real public necessity for the retention and employment of legal counsel to provide specialized legal services in connection with acquiring and/or improving land and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for the District, and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public, for the benefit of all its citizens, requiring issuance of General Obligation Public School Improvement Bonds by School District No. 33 of Calcasieu Parish, Louisiana, and it appearing that the public interest requires obtaining such specialized legal services, Joseph A. Delafield, A Professional Corporation, of Lake Charles, Louisiana, is hereby employed for such purposes ("Bond Counsel"). The fee for the work to be performed hereunder is contingent upon issuance, sale and delivery of the Bonds, and shall be in accordance with the maximum fee schedule of the Attorney General of the State of Louisiana for comprehensive legal and coordinate professional work of bond attorneys and bond counsel in issuance of general obligation bonds. Should the election provided for herein fail one or more times, Bond Counsel nevertheless shall continue to provide legal services until the project contemplated herein is successfully accomplished. It is intended that acceptance and

approval of this resolution by entering upon performance by Bond Counsel of the legal services provided herein shall constitute this resolution a contract in accordance with the provisions hereof. Upon delivery and payment in full for the Bonds, payment of the fee and expense of Bond Counsel is authorized to be made as herein provided.

SECTION 9. The employment of Stifel, Nicolaus & Company, Incorporated of Baton Rouge, Louisiana, as underwriter and investment banker in connection with the Bonds is hereby approved. The compensation of the Underwriter shall be payable from proceeds of the Bonds and shall be subject to approval of the governing authority of the District and the Louisiana State Bond Commission.

SECTION 10. The employment of Government Consultants, Inc., of Baton Rouge, Louisiana, as Municipal Advisor in connection with the Bonds is hereby approved. The compensation of the Municipal Advisor shall be payable from proceeds of the Bonds and shall be subject to approval of the governing authority of the District and the Louisiana State Bond Commission.

SECTION 11. Pursuant to the provisions of La. R.S. 39:1421, *et seq.*, the Bonds may be sold at private sale in the manner determined by the Calcasieu Parish School Board, as governing authority of the District provided issuance of such general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon.

SECTION 12. Certified copies of this Resolution shall be forwarded to the Secretary of State, the Clerk of Court and Ex-Officio Custodian of Voting Machines in and for the Parish of Calcasieu, and the Registrar of Voters, as notification of the special election herein called in order that each may prepare for said election and perform their respective functions as authorized and required by law.

SECTION 13. The President and Secretary of this Board are empowered, authorized and requested to cause to be published a public notice describing the geographic

limits of the District said publication to be made in the *Lake Charles American Press* in the same edition as the Notice to Voters is published, pertaining to the special bond election authorized for the District.

SECTION 14. In the event the District's electorate approves issuance of general obligation bonds at the election provided for herein, the Calcasieu Parish School Board, as governing authority of the District, does hereby approve private sale of the general obligation bonds, provided such private sale of the general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon, pursuant to the provisions of La. R.S. 39:1421 et seq.

SECTION 15. As provided for and conditioned in Section 14 above, private sale of the general obligation bonds to Stifel, Nicolaus and Company, Incorporated, Baton Rouge, Louisiana, is approved and authorized.

SECTION 16. All resolutions, ordinances, or orders in conflict herewith, be, to the extent of such conflict, and they are hereby repealed.

Adopted and approved on this 15th day of August, 2017.

/s/ Ron Hayes
RON HAYES, President
Calcasieu Parish School Board

ATTEST:

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

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

H. Approval of Resolution calling a special election for District 34 for Issuance of Bonds

Lake Charles, Louisiana
August 15, 2017

The Calcasieu Parish School Board of Calcasieu Parish, Louisiana, governing authority of School District No. 34 of Calcasieu Parish, Louisiana, met in regular session at 5:00 o'clock p.m. on Tuesday, August 15, 2017, at the regular meeting place of said

Board in the Calcasieu Parish School Board Office, 3310 Broad Street, Lake Charles, Louisiana, pursuant to the provisions of written notice given to each and every member thereof and duly posted in the manner required by law.

President, Ron Hayes, called the meeting to order and on roll call, the following members were present:

Annette Ballard, Russell Castille, Mack Dellafosse, John Duhon, Glenda Gay, Chad Guidry, Damon Hardesty, Fredman Hardy, Ron Hayes, Aaron Natali, Dean Roberts, Alvin Smith, Eric Tarver, Wayne Williams

ABSENT: Billy Breaux

The meeting was called to order and the roll called with the above results.

Thereupon, upon motion made by Dean Roberts and seconded by Eric Tarver, the following resolution was adopted, the vote thereon being as follows:

YEAS: 14

NAYS: 0

RESOLUTION

A RESOLUTION ORDERING AND CALLING A SPECIAL ELECTION TO BE HELD IN SCHOOL DISTRICT NO. 34 OF CALCASIEU PARISH, LOUISIANA, ON NOVEMBER 18, 2017, AUTHORIZING THE INCURRING OF DEBT AND ISSUANCE OF BONDS OF SAID DISTRICT; AND MAKING APPLICATION TO THE STATE BOND COMMISSION AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, it is deemed necessary and desirable by the Calcasieu Parish School Board, governing authority of School District No. 34 of Calcasieu Parish, Louisiana, (the "District"), that bonds of the District be issued in the sum of not to exceed **FORTY-ONE MILLION, EIGHT HUNDRED THOUSAND AND NO/100 (\$41,800,000)**

DOLLARS, for the purpose of acquiring and/or improving land and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for said District, and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public (the "Bonds"); and

WHEREAS, it is deemed necessary and desirable by the Calcasieu Parish School Board, governing authority of School District No. 34 of Calcasieu Parish, Louisiana, (the "District"), that bonds of the District be issued in the sum of not to exceed **TWENTY-THREE MILLION, ONE HUNDRED THOUSAND AND NO/100 (\$23,100,000) DOLLARS**, for the purpose of acquiring and/or improving land for a Ninth (9th) Grade School Complex and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for said District, and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public (the "Bonds"); and

WHEREAS, authority for issuance of the Bonds of the District for such purpose is granted by Article 6, Section 33 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, by those portions of Part II not repealed by the 1977 Louisiana Legislature and Subpart A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, provided issuance of such bonds is first authorized by a majority of the qualified electors of the District voting on the proposition at an election to be held for such purpose; and

WHEREAS, pursuant to the provisions of La. R.S. 39:1421, *et seq.*, the bonds, if authorized by the District's electorate, may be sold at private sale in the manner determined by the Calcasieu Parish School Board, governing authority of the District provided issuance and private sale of the general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon; and

WHEREAS, the Calcasieu Parish School Board desires to provide for the holding of an election at which the proposition of issuing such Bonds may be submitted; and

NOW, THEREFORE, BE IT RESOLVED by the Calcasieu Parish School Board, acting as the governing authority of School District No. 34 of Calcasieu Parish, Louisiana:

SECTION 1. Subject to the approval of the State Bond Commission, and under the authority conferred by Article 6, Section 33 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, those portions of Part II not repealed by the 1977 Louisiana Legislature and Subpart A of Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, a special election be and is hereby called and ordered to be held in School District No. 34 of Calcasieu Parish, Louisiana (the "District"), on **Saturday, the 18th day of November, 2017**, between the hours of six (6:00) o'clock a.m. and eight (8:00) o'clock p.m., in compliance with the provisions of Section 541 of Title 18 and of Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and that at said special election there be submitted to all the qualified electors of the District entitled and qualified to vote at said election under the Constitution and laws of the United States, the following proposition:

BOND PROPOSITION NO. 1

Shall School District No. 34 of Calcasieu Parish, Louisiana ("District"), incur debt and issue bonds in an amount not exceeding Forty-One Million, Eight Hundred Thousand (\$41,800,000) Dollars, in one or more series, for a period not exceeding twenty (20) years from date thereof, with interest at a rate or rates not exceeding eight (8%) percent per annum, for the purpose of 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, which bonds shall be general obligations of the District and will be retired with, paid from and secured by ad valorem taxes estimated to be 7.45 mills for the first year, on all taxable property within the District sufficient in rate and amount to pay said bonds in principal and interest, as provided

by Article VI, Section 33 of the 1974 Louisiana Constitution, as amended, and statutory authority supplemental thereto?

BOND PROPOSITION NO. 2

Shall School District No. 34 of Calcasieu Parish, Louisiana ("District") incur debt and issue bonds in an amount not exceeding Twenty-Three Million, One Hundred Thousand (\$23,100,000) for a period not exceeding twenty (20) years from the date thereof, with interest at a rate not exceeding eight (8%) percent per annum, said bond authorized for the purpose of acquiring and/or improving lands for a Ninth (9th) Grade School Complex and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for said District, and acquiring necessary equipment and furnishings therefor, title to which shall be in the public, which said bonds shall be retired with, paid from and secured by ad valorem taxes on all taxable property within the limits of the District, sufficient in rate and amount to pay said bonds in principal and interest, with the estimated millage rate to be 4.12 mills in the first year of issue?

SECTION 2. The polling places set forth in the Notice of Special Election in Section 4 hereof, be and the same are hereby designated as the polling places at which to hold such election.

SECTION 3. Officers designated or such substitutes as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, shall hold the said election substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. Said election officers shall make due returns of said election at a regular meeting of the Calcasieu Parish School Board, to be held at its regular meeting place, the School Board Office, Lake Charles, Louisiana, on **Tuesday, the 12th day of December, 2017, at 5:00 o'clock p.m.,** at which time said School Board will, then and there, in open and public session, examine and canvass the returns and declare the result of said special election. The compensation of election officials be and the same is hereby fixed at the sum as specified in Sections 424 and 425 of Title 18 of the Louisiana Revised Statutes of 1950, as amended. Assessed valuations shall not be voted in this election, and all qualified electors of the District are entitled to

vote therein. Voting machines shall be used in this election, and voters shall not be required to sign a ballot or vote assessed valuation of property. The permanent registration law of the State of Louisiana being in force in Calcasieu Parish, said election shall be conducted in accordance with applicable provisions thereof.

SECTION 4. The Secretary of the Calcasieu Parish School Board is hereby empowered, authorized and directed to publish, entirely separate and apart from any publication which may be made of this resolution, once a week for four consecutive weeks, with the first publication not less than forty-five days nor more than ninety days before the date of the election, in the *Lake Charles American Press* a newspaper published in Lake Charles, Louisiana, and having general circulation in Calcasieu Parish and in the District, a Notice of Election, substantially in the following form:

**NOTICE TO VOTERS OF
SPECIAL BOND ELECTION**

To the qualified electors of School District No. 34 of Calcasieu Parish, Louisiana:

YOU ARE HEREBY NOTIFIED that on the 15th day of August, 2017, the Calcasieu Parish School Board, acting as the governing authority of School District No. 34 of Calcasieu Parish, Louisiana, ordered that a special election be held in School District No. 34 on Saturday, the **18th day of November, 2017**, for the purpose of submitting to all qualified electors of said School District No. 34, the following proposition:

BOND PROPOSITION NO. 1

Shall School District No. 34 of Calcasieu Parish, Louisiana ("District"), incur debt and issue bonds in an amount not exceeding Forty-One Million, Eight Hundred Thousand (\$41,800,000) Dollars, in one or more series, for a period not exceeding twenty (20) years from date thereof, with interest at a rate or rates not exceeding eight (8%) percent per annum, for the purpose of 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, which bonds shall be general obligations of the District and will be retired with, paid from and secured by ad valorem taxes estimated to be 7.45 mills for the first year, on all taxable property within the District sufficient in rate and amount to pay said bonds in principal and interest, as provided

by Article VI, Section 33 of the 1974 Louisiana Constitution, as amended, and statutory authority supplemental thereto?

BOND PROPOSITION NO. 2

Shall School District No. 34 of Calcasieu Parish, Louisiana ("District") incur debt and issue bonds in an amount not exceeding Twenty-Three Million, One Hundred Thousand (\$23,100,000) for a period not exceeding twenty (20) years from the date thereof, with interest at a rate not exceeding eight (8%) percent per annum, said bond authorized for the purpose of acquiring and/or improving lands for a Ninth (9th) Grade School Complex and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for said District, and acquiring necessary equipment and furnishings therefor, title to which shall be in the public, which said bonds shall be retired with, paid from and secured by ad valorem taxes on all taxable property within the limits of the District, sufficient in rate and amount to pay said bonds in principal and interest, with the estimated millage rate to be 4.12 mills in the first year of issue?

A portion of the monies collected shall be remitted to certain state and statewide retirement systems in the manner required by law.

Said election will be held at all polling places which are situated within the boundaries of School District No. 34 of Calcasieu Parish, Louisiana. All registered voters in each of the following precincts shall be eligible to vote on the proposition:

<u>PRECINCT</u>	<u>POLLING PLACE</u>
316E	Barbe Elementary School 400 Penn St., Lake Charles, Louisiana
316W	Barbe Elementary School 400 Penn St., Lake Charles, Louisiana
317	Barbe Elementary School 400 Penn St., Lake Charles, Louisiana
325	Prien Lake Elementary School 3741 Nelson Rd., Lake Charles, Louisiana
<u>PRECINCT</u>	<u>POLLING PLACE</u>
326	College Oaks Elementary School 3618 Ernest St., Lake Charles, Louisiana
331	College Oaks Elementary School 3618 Ernest St., Lake Charles, Louisiana

333	S. J. Welsh Middle School 1500 W. McNeese St., Lake Charles, Louisiana
334	S. J. Welsh Middle School 1500 W. McNeese St., Lake Charles, Louisiana
335	Gayle Hall - MSU Campus 4380 Ryan St., Lake Charles, Louisiana
336	A. A. Nelson Elementary School 1001 Country Club Rd., Lake Charles, Louisiana
337	Dolby Elementary School 817 Jefferson Drive, Lake Charles, Louisiana
340	Positive Connection 5282 Weaver Rd., Lake Charles, Louisiana
362	Prien Lake Park Pavilion 3700 Prien Lake Road, Lake Charles, Louisiana
363	Prien Lake Park Pavilion 3700 Prien Lake Road, Lake Charles, Louisiana
366	New St. John Elementary School 5566 Elliott Rd., Lake Charles, Louisiana
367	New St. John Elementary School 5566 Elliott Rd., Lake Charles, Louisiana
368	A. A. Nelson Elementary School 1001 Country Club Rd., Lake Charles, Louisiana
372	New St. John Elementary School 5566 Elliott Rd., Lake Charles, Louisiana

**ONLY THOSE REGISTERED VOTERS IN EACH OF THE FOLLOWING
PRECINCTS WHO RESIDE WITHIN THE BOUNDARIES OF SCHOOL
DISTRICT NO. 34 OF CALCASIEU PARISH, LOUISIANA, SHALL BE
ELIGIBLE TO VOTE ON THE PROPOSITION:**

PRECINCT

POLLING PLACE

August 15, 2017

302 (Part)	Chateau Du Lac, 331 Mill St. Lake Charles, Louisiana
306 (Part)	Drew Park Pavilion, 416 Ryan St. Lake Charles, Louisiana
338 (Part)	F. K. White Middle School 1000 E. McNeese St., Lake Charles, Louisiana
339 (Part)	Dolby Elementary School 817 Jefferson Dr., Lake Charles, Louisiana
365 (Part)	New St. John Elementary School 5566 Elliott Rd., Lake Charles, Louisiana
369 (Part)	M. J. Kaufman Elementary School 301 Tekel Rd., Lake Charles, Louisiana
371S (Part)	Calcasieu Parish Agriculture Center 7101 Gulf Hwy., Lake Charles, Louisiana

The polls will be open at six (6:00) o'clock a.m. and shall remain open until not later than eight (8:00) o'clock p.m. The said special election will be held substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. The officials appointed to hold the election or such substitutes therefor as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, will make due returns thereof to the Calcasieu Parish School Board, acting as the governing authority of School District No. 34 of Calcasieu Parish, Louisiana. Voting machines will be used in the conduct of the election. All qualified electors of School District No. 34 of Calcasieu Parish, Louisiana, will be entitled to vote. No voter shall be required to sign a ballot or vote assessed valuation of property.

Notice is hereby given that on Tuesday, the **12th day of December, 2017, at 5:00 o'clock p.m.**, the Calcasieu Parish School Board will meet in open and public

August 15, 2017

session at the regular meeting place of the Calcasieu Parish School Board, 3310 Broad Street, Lake Charles, Louisiana, and will, then and there, examine and canvass the returns and declare the result of said election.

THUS DONE AND SIGNED in Lake Charles, Louisiana, by authority of a Resolution adopted by the Calcasieu Parish School Board, acting as the governing authority of School District No. 34 of Calcasieu Parish, Louisiana, on the 15th day of August, 2017.

/s/ Ron Hayes

RON HAYES, President
Calcasieu Parish School Board

ATTEST:

/s/ Karl Bruchhaus

KARL BRUCHHAUS
Superintendent of Schools
and Ex-Officio Secretary
Calcasieu Parish School Board

SECTION 5. The Secretary of the Calcasieu Parish School Board be and he is hereby empowered, authorized and directed to arrange for furnishing said election officers, in ample time for holding of said election the necessary equipment, forms and other election paraphernalia essential to the proper holding of said election.

SECTION 6. Application is hereby formally made to the State Bond Commission, Baton Rouge, Louisiana, in compliance with the requirements of Chapter 2, Title 47 of the Louisiana Revised Statutes of 1950, as amended, and in compliance with Article 6, Sections 29, 30 and 32 of the Constitution of 1974 of the State of Louisiana, and other Constitutional and statutory authority supplemental thereto, for consent, approval and authority to hold the aforesaid election in the District under the provisions of Article 6, Section 22 and Article 7, Section 26(E) of the Constitution of 1974 of the State of Louisiana, those portions of Part II not repealed by the 1977 Legislature and Sub-Part A of

August 15, 2017

Part III of Chapter 4 of Sub-Title II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other Constitutional and statutory authority supplemental thereto, and in the event such election carries, for its consent and authority to levy and collect the ad valorem taxes therein provided, and to issue Bonds to be retired with, paid from and secured by said ad valorem taxes on all taxable property within the limits of the District sufficient in rate and amount to pay said Bonds in principal and interest as they respectively mature. The Secretary is empowered, authorized and requested to forward to the State Bond Commission a certified copy of this resolution which shall constitute a formal application to said Commission as herein provided.

SECTION 7. By virtue of the District's application for, acceptance and utilization of the benefits of the Louisiana State Bond Commission's approval(s) resolved and set forth herein, the District resolves that it understands and agrees that such approval(s) are expressly conditioned upon, and it further resolves that it understands, agrees and binds itself, its successors and assigns to, full and continuing compliance with the "State Bond Commission Policy on Approval of Proposed Use of Swaps, or other forms of Derivative Products Hedges, Etc.," adopted by the Commission on July 20, 2006, as to the borrowing(s) and other matter(s) subject to the approval(s), including subsequent application and approval under said Policy of the implementation or use of any swap(s) or other product(s) or enhancement(s) covered thereby.

SECTION 8. There being a real public necessity for the retention and employment of legal counsel to provide specialized legal services in connection with acquiring and/or improving land and playgrounds, purchasing, erecting, enlarging and/or improving school buildings and other school related facilities within and for the District, and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public, for the benefit of all its citizens, requiring issuance of General Obligation Public School

August 15, 2017

Improvement Bonds by School District No. 34 of Calcasieu Parish, Louisiana, and it appearing that the public interest requires obtaining such specialized legal services, Joseph A. Delafield, A Professional Corporation, of Lake Charles, Louisiana, is hereby employed for such purposes ("Bond Counsel"). The fee for the work to be performed hereunder is contingent upon issuance, sale and delivery of the Bonds, and shall be in accordance with the maximum fee schedule of the Attorney General of the State of Louisiana for comprehensive legal and coordinate professional work of bond attorneys and bond counsel in issuance of general obligation bonds. Should the election provided for herein fail one or more times, Bond Counsel nevertheless shall continue to provide legal services until the project contemplated herein is successfully accomplished. It is intended that acceptance and approval of this resolution by entering upon performance by Bond Counsel of the legal services provided herein shall constitute this resolution a contract in accordance with the provisions hereof. Upon delivery and payment in full for the Bonds, payment of the fee and expense of Bond Counsel is authorized to be made as herein provided.

SECTION 9. The employment of Stifel, Nicolaus & Company, Incorporated of Baton Rouge, Louisiana, as underwriter and investment banker in connection with the Bonds is hereby approved. The compensation of the Underwriter shall be payable from proceeds of the Bonds and shall be subject to approval of the governing authority of the District and the Louisiana State Bond Commission.

SECTION 10. The employment of Government Consultants, Inc., of Baton Rouge, Louisiana, as Municipal Advisor in connection with the Bonds is hereby approved. The compensation of the Municipal Advisor shall be payable from proceeds of the Bonds and shall be subject to approval of the governing authority of the District and the Louisiana State Bond Commission.

August 15, 2017

SECTION 11. Pursuant to the provisions of La. R.S. 39:1421, *et seq.*, the Bonds may be sold at private sale in the manner determined by the Calcasieu Parish School Board, as governing authority of the District provided issuance of such general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon.

SECTION 12. Certified copies of this Resolution shall be forwarded to the Secretary of State, the Clerk of Court and Ex-Officio Custodian of Voting Machines in and for the Parish of Calcasieu, and the Registrar of Voters, as notification of the special election herein called in order that each may prepare for said election and perform their respective functions as authorized and required by law.

SECTION 13. The President and Secretary of this Board are empowered, authorized and requested to cause to be published a public notice describing the geographic limits of the District said publication to be made in the *Lake Charles American Press* in the same edition as the Notice to Voters is published, pertaining to the special bond election authorized for the District.

SECTION 14. In the event the District's electorate approves issuance of general obligation bonds at the election provided for herein, the Calcasieu Parish School Board, as governing authority of the District, does hereby approve private sale of the general obligation bonds, provided such private sale of the general obligation bonds is approved by the State Bond Commission by two-thirds of the members present and voting thereon, pursuant to the provisions of La. R.S. 39:1421 *et seq.*

August 15, 2017

SECTION 15. As provided for and conditioned in Section 14 above, private sale of the general obligation bonds to Stifel, Nicolaus and Company, Incorporated, Baton Rouge, Louisiana, is approved and authorized.

SECTION 16. All resolutions, ordinances, or orders in conflict herewith, be, to the extent of such conflict, and they are hereby repealed.

Adopted and approved on this 15th day of August, 2017.

/s/ Ron Hayes
RON HAYES, President
Calcasieu Parish School Board

ATTEST:

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

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

BID REPORTS

Mr. Hayes read the following items:

A. Sale of "Property adjacent to Sam Houston Stadium, Lot 30 - Glenwood Subdivision"

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

DATE: July 18, 2017

DESCRIPTION:

Sale of "Property adjacent to Sam Houston Stadium, Lot 30-Glenwood Subdivision".

August 15, 2017

BIDDER	BID
Benjamin Scott Fontenot	\$25,151.00
Richard Vail	\$24,741.99

The Committee recommends award of the bid to:

Benjamin Scott Fontenot

(Bid in the amount of:

Twenty five thousand one hundred fifty one dollars (\$25,151.00)

as the highest qualified bidder meeting specifications.

Staff Recommends: Accept bid from highest bidder, Benjamin Scott Fontenot, and authorize signing of all closing documents.

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

B. Bid 2018-25 Band Instruments for Sam Houston High School/Sales Tax District 3

**BID 2018-25 BAND INSTRUMENTS FOR SAM HOUSTON HIGH SCHOOL
(sales tax) was opened on July 13, 2017 @ 10AM**

BIDS WERE SENT TO THE FOLLOWING:

LAFAYETTE MUSIC
LAKE CHARLES MUSIC
MCCORMICKS ENTERPRISES
SWICEGOOD MUSIC
WASHINGTON MUSIC
WOODWIND & BRASSWIND CO

BID RESULTS AS FOLLOWS:

LAFAYETTE MUSIC	\$ 6,819.00
MUSIC & ARTS	\$ 47,205.00
NICK RAIL MUSIC	\$ 789.00
TAYLOR MUSIC	\$ 50,307.00
UNIVERSAL MELODY	\$ 549.00
WASHINGTON MUSIC	\$ 3,654.00
TOTAL	\$109,323.00

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

August 15, 2017

On a motion to approve by Mr. Duhon and a second by Mr. Natali, the motion carried.

C. Bid 2018-30 School Buses/General Funds

BID 2018-30 SCHOOL BUSES was opened on August 11, 2017 @ 2PM

BIDS WERE WENT TO THE FOLLOWING:

ITA TRUCK SALES
KENT-MITCHELL BUS
ROSS BUS SALES

BID RESULTS AS FOLLOWS:	<u>TYPE "C" DIESEL</u>	<u>TYPE "C" GAS</u>	<u>TYPE "A" GAS</u>
ITA TRUCK	\$83,640.35	NO BID	NO BID
KENT-MITCHELL	\$79,466.00	NO BID	\$53,351.00
ROSS BUS	\$83,142.00	\$78,142.00	\$55,178.00

The staff recommends purchasing eight (8) Type C diesel from Kent-Mitchell, eight (8) Type C gasoline from Ross Bus, and five (5) Type A gasoline from the lowest bidder meeting all specifications for an approximate award of \$1,527,619.00.

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

D. Bid 2018 -31 Blended Smoothies/School Food Service Funds

BID 2018-31 BLENDED SMOOTHIES was opened on August 4, 2017 @ 11AM

BIDS WERE SENT TO THE FOLLOWING:

DYNAMIC DIMENSIONS
JUICE THYME PLUS
MAIN SQUEEZE JUICE
PLANET NUTRITION
SMOOTHIE KING

BID RESULTS AS FOLLOWS:

SMOOTHIE KING	\$3.00
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The staff recommends awarding to Smoothie King as the lowest responsible responsive bidder.

On a motion to approve by Mr. Dellafosse and a second by Mr. Tarver, the motion

August 15, 2017

carried.

PERMISSION TO ADVERTISE

Mr. Hayes read the following items:

A. Small/Large equipment for Food Service Department/Food Service Funds

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

B. Sam Houston High School/Sales Tax District 3 Funds/New Gymnasium and Band Building

Mr. Duhon offered a motion to approve, with a second by Mr. Natali. Mr. Natali offered an amendment, seconded by Mr. Duhon, to authorize staff to pursue the purchase of 40 acres more or less in the Gillis/Moss Bluff area with riverboat funds at a price not to exceed market value to be finally approved by the School Board, and authorize the Gillis architect to formulate a 3 phase plan for renovating Gillis Elementary, and Permission to Advertise for Phase 1 not to exceed \$2 million from Sales Tax District 3 funds. There was discussion as to adding these items in this amendment and Mr. Hayes did allow it to be considered along with the original agenda item. Mr. Hardy asked to divide the question, so that each piece of the amendment could be voted on separately; there was no second. The amendment passed on a 12 to 2 vote.

On a vote for the original motion including the amendment to the motion, the vote carried on a 13/0 vote, with one abstention.

CORRESPONDENCE

Mr. Hayes read the following items:

A. Change Order Number Two (2) for the Project, "CPSB Classroom Pods – Phase X," Project #210705Pc; Champeaux Evans Hotard, APAC, Designer; Miller & Associates Development Company, Inc., Contractor; *Increase* of \$216,918.74 and *Increase* of sixty four (64) days.

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

August 15, 2017

B. Recommendation of Acceptance for the Project, "Access road for student drop off at Prien Lake Elementary". **(REMOVED FROM AGENDA AT THIS TIME)**

CONDOLENCE/RECOGNITION

Mr. Duhon asked for a letter of condolence to Ted Nixon at the loss of his mother.

Mr. Hayes asked for a letter of condolence to the following:

The family of Lucy Oakley

The family of Bonita Blair

The family of Phil Myers

He also asked for a letter of recognition to Mr. and Mrs. Fredman Hardy on their 50th anniversary.

Mrs. Ballard encouraged all Board Members to attend the upcoming TrailBlazer workshop.

SCHEDULE COMMITTEES

August 22, 2017.....A&P Committee (to follow)
September 26, 2017..... Budget Committee, 5:00 p.m.

ADJOURN MEETING

On a motion to adjourn by Mr. Tarver and a second by Mr. Dellafosse, the meeting was adjourned at 7:35 p.m.

Ron Hayes, President

Karl Bruchhaus, Secretary

**Calcasieu Parish School Board
Administration and Personnel Committee Minutes
August 22, 2017**

ITEM 8. A.

The Calcasieu Parish School Board Administration and Personnel Committee meeting was held in the Board Room of the Calcasieu Parish School Board, located at 3310 Broad Street, Lake Charles, Louisiana, 70615, on August 22, 2017, at 5:00 p.m.

The meeting was called to order by Eric Tarver, Chair. The prayer was led by Eric Tarver and Pledge of Allegiance was led by Ron Hayes.

The roll was called by Chief Operating Officer Dr. Shannon LaFargue and the following members were present: Eric Tarver, Chad Guidry, Annette Ballard, John Duhon, Damon Hardesty, Fred Hardy, Dean Roberts, Alvin Smith and Wayne Williams.

Absent: Glenda Gay

Other Board members present were: Russell Castille, Mack Dellafosse, Ron Hayes and Aaron Natali.

Policy updates DJE - Purchasing and DJED – Bids and Quotations were pulled from the Agenda. There will be a delay of adoption on these two policies.

Dr. LaFargue discussed the request to develop a policy at the A & P Board Meeting in April of 2017.

The summary of that request is as follows:

Considering the technological era we live in, districts and organizations are developing social media policies for employees. Staff has started researching policies in educational districts and government bodies such as the Calcasieu Parish Sheriff's Department. Most districts are doing the same throughout the state. Like students, employees benefit from the tremendous advantages of social media, but also like students, employees must be cognizant of the many pitfalls that social media may produce, thus harming the district-employee relationship. Staff feels it is the responsibility of CPSB to develop and educate our workforce by establishing standards and expectations to be adopted into policy.

Then, Dr. LaFargue and Holly Holland presented the process of researching and developing the proposed social media policy.

DRAFT

FILE: EFAA

USE OF EMPLOYEE SOCIAL MEDIA

The Calcasieu Parish School Board recognizes the importance of incorporating current technology tools, including new methods of electronic communication, into the classroom to enhance student learning. It further recognizes the importance of employees, students and parents engaging, learning, collaborating and sharing in digital environments as part of 21st Century learning. The Calcasieu Parish School Board strives to ensure that electronic communication tools incorporated into the school curriculum are used responsibly and safely. As practicable, the Calcasieu Parish School Board shall provide access to secure social media tools and Calcasieu Parish School Board approved technologies for use during instructional time and for school-sponsored activities in accordance with policies EFA, Computer and Internet Use for Employees and IFBGA, Student Computer Access and Use.

Employees who use social media for personal purposes must be mindful that they are responsible for their public conduct even when not acting in their capacities as school system employees. All employees, including student teachers and independent contractors shall comply with the requirements of this policy when using electronic social media for personal purposes.

For the purposes of this policy, *social media* includes, but is not limited to, personal websites, web logs (blogs), wikis, social network sites, online forums, virtual worlds, video-sharing websites, on-line gaming, and any other social media generally available to the public or consumers that does not fall within the Calcasieu Parish School Board's technologies network (e.g., Web 2.0 tools, MySpace, Facebook, Twitter, LinkedIn, Flickr, YouTube,).

SOCIAL MEDIA COMMUNICATIONS INVOLVING STUDENTS

Employees shall maintain professional relationships with students at all times in accordance with policies GAMIA, Electronic Communications Between Employees and Students, and GBRA, Employee Conduct. School personnel using School

Board-controlled technological resources and social media tools to communicate directly with students or to comment on student matters through use of the Internet shall abide by all policies governing such activities.

The use of electronic media for communicating with students, if permitted by CPSB policy, and parents is considered an extension of the employee's workplace responsibilities. Accordingly, the Calcasieu Parish School Board shall expect employees to use professional judgment when using social media or other electronic communications.

Employees are prohibited from knowingly communicating with current students through a personal social network page. Employees who wish to utilize social media for professional purposes are strongly encouraged to maintain separate personal and professional accounts. Employees who identify themselves as district employees on their personal accounts are also advised to include a statement on their personal accounts that their opinions are personal and not intended to be reflective of the district. Any electronic communication made by an employee to any student enrolled in a public school in this school district or that is received by an employee from any student enrolled in a public school in this school district using a means other than one provided by or made available by the school system shall be reported by the employee in a manner deemed appropriate by the School Board. Records of any such reported communication shall be maintained by the School Board for a period of at least one (1) year. Employees shall be reminded of this policy on an annual basis with emphasis on the extension of their status as mandatory reporters in the social media setting.

EMPLOYEE PERSONAL USE OF SOCIAL MEDIA

The Calcasieu Parish School Board respects the right of employees to use social media as a medium of self-expression outside of the school day. As role models for the school system's students, however, employees shall be responsible for their public conduct even when they are not performing their job duties as employees of the School Board. Employees shall be held to the same professional standards in their public use of social media and other electronic communications as they are for any other public conduct. Furthermore, employees remain subject to applicable state and federal laws, Calcasieu Parish School Board policies, and administrative regulations and procedures, even if communicating with others concerning personal and private matters. If an employee's use of social media has the potential to or does substantially or materially interfere with the educational mission

of the school or school system, the employee shall be subject to disciplinary action, up to and including termination of employment.

Employees are responsible for the content posted from their social media sites, including content added by the employee, the employee's friends or members of the public who are using the employee's credentials to login, and for Web links on the employee's site. Employees shall take reasonable precautions, such as using available security settings, to restrict students from viewing their personal information on social media websites and to prevent students from accessing materials that are not age-appropriate.

Employees shall be prohibited from accessing social networking websites for personal use during the school day or with School Board technological resources.

POSTING TO SOCIAL MEDIA SITES

Employees who use social media for personal purposes shall be aware that the content they post, despite their best efforts, may be viewed by anyone, including students, parents and community members. Employees shall observe the following principles when communicating through social media:

1. Employees shall not post confidential information about students (policy *JR Student Records, JR-AP Access to and Disclosure of Educational Records and Personally Identifiable Information*), employees or school system business.
2. Employees shall not accept current students as "friends" or "followers" or otherwise connect with students on social media sites, unless the employee and student have a family relationship.
3. Employees may not grant students access to any portions of their personal social media sites, unless the employee and student have a family relationship.
4. Employees shall be professional in all Internet postings related to or referencing the school system, students and other employees.
5. Employees shall not use profane, pornographic, obscene, indecent, lewd, vulgar or sexually offensive language, pictures or graphics or other communication that could reasonably be anticipated to cause a substantial disruption to the school environment.
6. Employees shall not use the school system's logo or other copyrighted material of the system without express, written consent from the Calcasieu Parish School Board.
7. Employees shall not post identifiable images of a student or student's family.

8. Employees shall not use Internet postings to libel or defame the Calcasieu Parish School Board, students or other school employees.
9. Employees shall not use Internet postings to harass, bully or intimidate other employees or students in violation of CPSB policy JCDAF, Bullying or Hazing, or state and federal laws.
10. Employees shall not post inappropriate content that negatively impacts their ability, or that of other employees, to perform their jobs.
11. Employees shall not use Internet postings to engage in any other conduct that violates Calcasieu Parish School Board policy and administrative procedures or state and federal laws.

CONSEQUENCES

Any employee who has been found to have violated this policy may be subject to disciplinary action, up to and including dismissal.

The Superintendent or designee shall establish and communicate to employees guidelines and best practices that are consistent with this policy.

New Policy:

Ref: US Constitution, Amend. I
17 USC 101 et seq., (Copyrights)
18 USC 2510-2522, (Electronic Communications Privacy Act)
20 USC 1232 (g), (Family Educational Rights and Privacy Act)
20 USC 6777, (Internet Safety)
47 USC 254(h)(5), (Children's Internet Protection Act)

Calcasieu Parish School Board

DRAFT

There was much discussion on the subject.

On a motion by Mack Dellafosse and seconded by John Duhon, it was recommended to approve the Social Media Policy.

Vicky Johnston, CAE representative, and Ganey Arsement, spoke on a blue card.

Then, Dr. LaFargue discussed Media relations.

Media Relations

NEWS MEDIA RELATIONS

The Public Information Office of the Calcasieu Parish School Board shall coordinate news coverage of the school district. The Public Information Office shall be responsible for overseeing official communications between the school system and the news media by initiating story ideas as well as facilitating requests for news coverage from media representatives and district personnel.

The Public Information Office shall provide assistance to school administrators regarding effective relationships with the news media.

The Superintendent or his/her designee shall serve as the primary spokesperson for the district on all matters of district wide interest.

The principal shall be the primary spokesperson regarding issues related to his or her individual school.

If a designated district or school spokesperson is contacted by the news media for comment on a specific issue, the spokesperson may directly respond, provided that he/she has the necessary information to address the issue. If the spokesperson needs more information or guidance to provide a response, he/she should contact the Public Information Office before responding to the news media.

District personnel shall adhere to the following general guidelines when working with the news media:

- The privacy of a student or employee is the foremost concern when working with the news media and must be considered prior to the release of any information.

- If there is no prior clearance from the Public Information Office, names of students should never be released under any circumstance without prior parental consent or the consent of the student if he or she is 18 years of age or older.
- Names of students involved in accidents or emergency situations shall not be released; news media should be referred to the receiving hospital or the Sheriff's Office for such information.
- Home addresses and telephone numbers of students, private citizens, and those CPSB employees who have restricted home addresses and telephone numbers shall not be released to the media.

There was much discussion on the subject.

On a motion by Mack Dellafosse and seconded by Annette Ballard it was recommended to approve the new Media Relations Policy.

The next items presented were revisions to Calcasieu Parish School Board policies. Dr. LaFargue presented **Policies JGB, School Wellness, EE, Child (School) Nutrition Program Management, EEA, New School Lunch Unpaid Meal Charge Policy, JGCE, Child Abuse, and GAMB, Employee Dress Code Update**. Language was revised.

School Wellness- JGB

Each School Board is to develop revised *School Wellness* policies with the help of the School Wellness committee, which in Louisiana School Boards is referred to as *School Health Advisory Council* (SHAC), as required by La. Rev. Stat. Ann.

17:17.1. In light of these changes and the required input from the SHAC, instead a revision to each system's *School Wellness* policy, we have created a draft policy upon which each School Board can build its policy. This draft is based on an approved template found on the USDA website, but we have tried to include only those things required to be included in *policy*. Other specifics will need to be addressed in the Board's implementation plan.

SCHOOL WELLNESS – New Policy

The Calcasieu Parish School Board (CPSB) is committed to the optimal development of every student. The School Board believes that for students to have the opportunity to achieve personal, academic, developmental and social success, we shall strive to ensure positive, safe and health-promoting learning environments at every level, in every setting, throughout the school year.

It is CPSB's desire to ensure environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, the School Board shall establish goals and procedures to ensure that:

- Students in Calcasieu Parish public schools have access to healthy foods throughout the school day –both through reimbursable school meals and other foods available throughout the school campus- in accordance with Federal and state nutrition standards;
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students have the opportunities to be physically active before, during and after school;
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school;
- The community is engaged in supporting the work of the School Board in creating continuity between school and other settings for students and staff to practice lifelong health habits;
- The School Board establishes and maintains an infrastructure for management, oversight, implementation, communication about and monitoring the policy and its established goals and objectives.

SCHOOL HEALTH ADVISORY COUNCIL (SHAC)

The CPSB shall establish a *School Health Advisory Council* (SHAC) to advise the School Board on physical activity for students, physical and health education, nutrition, and overall student health. The council members shall be appointed by the School Board and shall include parents of students and individuals representing the community, as well as school health and food service professionals. The SHAC shall assist in implementation, periodic review, and updating of the *School Wellness Policy*.

The Superintendent or his/her designee shall be responsible for assuring compliance with established district-wide nutrition and physical activity wellness policies. In each school, the principal or designee shall oversee compliance with those policies in his/her school and shall report on the school's compliance to the Superintendent or his/her designee.

School food service staff, at the school or district level, shall assess compliance with nutrition policies within school food service areas and report on this matter to the Superintendent (or if done at the school level, to the school principal).

IMPLEMENTATION

The School Board shall develop and maintain a plan for implementation to manage and coordinate the execution of the *School Wellness* policy. The plan shall delineate roles, responsibilities, actions and timelines specific to each school; and include information about persons responsible for making

changes; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness.

This *School Wellness* policy and any progress reports shall be maintained on the School Board's website.

TRIENNIAL PROGRESS ASSESSMENTS

At least once every three (3) years, the School Board shall evaluate compliance with the *School Wellness* policy to assess the implementation of the policy and document the assessment for each school under its jurisdiction. The *School Wellness* policy shall be assessed and updated as indicated at least every three (3) years, following the triennial assessment.

RECORDKEEPING

The School Board shall retain records to document compliance with the requirements of the *School Wellness* policy at the Calcasieu Parish School Board central office. Documentation maintained in the location shall include, but not be limited to:

- The written *School Wellness* policy
- Documentation demonstrating that the policy has been made available to the public;
- Documentation of efforts to review and update the *School Wellness* policy; including an indication of who is involved in the update and methods the School Board uses to make stakeholders aware of their ability to participate on the School Health Advisory Council;
- Documentation to demonstrate compliance with the annual public notification requirements;
- The most recent assessment on the implementation of the *School Wellness* policy;
- Documentation demonstrating the most recent assessment on the implementation of the *School Wellness* policy has been made available to the public.

COMMUNITY INVOLVEMENT, OUTREACH AND COMMUNICATIONS

The School Board is committed to being responsive to community input, which begins with awareness of the *School Wellness* policy. The School Board shall inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and application procedures, and a description of and compliance with nutrition standards. The School Board shall use electronic mechanisms, such as e-mail or displaying notices on the School Board's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the *School Wellness* policy and activities/initiatives. The School Board shall ensure that communications are culturally and

linguistically appropriate to the community, and accomplished through means similar to other ways that the School Board and individual schools are communicating important school information with parents.

ANNUAL NOTIFICATION OF POLICY

The School Board shall actively inform families and the public each year of basic information about the *School Wellness* policy, including its content, any updates to the policy and implementation status. The School Board shall make this information available via the School Board's website and/or district-wide communications.

NUTRITION

School Meals

The Calcasieu Parish School Board is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams *trans*-fat per serving; and to meeting the nutrition needs of school children within their calorie requirements. See attached meal pattern requirements.

All public schools within Calcasieu Parish participate in the *United States Department of Agriculture* (USDA) child nutrition programs, including the *National School Lunch Program* (NSLP), the *School Breakfast Program* (SBP). All public schools within Calcasieu Parish shall be committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that;

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations

Water

To promote hydration, free, safe, unflavored drinking water shall be available to all students throughout the school day and throughout every school campus. The School Board shall make drinking water available where school meals are served during mealtimes. This may include water fountains in cafeterias, pitchers of water with drinking cups or a water faucet where children can refill their cups or own bottles.

Competitive Foods and Beverages

The School Board is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating. The foods and beverages sold and served outside of the school meal programs shall meet the nutrition standards as outlined in 7 CFR 210.11. These standards aim to improve student health and well-being, increased consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day shall meet or exceed the USDA nutrition standards. These standards shall apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, a la carte options in cafeterias, vending machines, school stores and snack or food carts.

Food and Beverage Marketing in Schools

It is the intent of the School Board to protect and promote student health by monitoring advertising and marketing in the schools to only those foods and beverages that are permitted to be sold on campus, consistent with this School Wellness policy and its implementation plan.

Other Food and Beverages Provided, but not Sold, on School Campuses

The School Board has developed the following guidelines for foods and beverages which are provided, but not sold, during the school day:

1. Celebrations and parties. The School Board will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
2. Classroom snacks brought by parents. The School Board will provide to parents a list of foods and beverages that meet Smart Snacks nutrition standards.
3. Rewards and incentives. The School Board will provide teachers and other relevant school staff a list of alternative ways to reward children.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff shall receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion shall also include marketing and advertising nutrition foods and beverages to students as well as encouraging participation in school meal programs.

Nutrition Education

The School Board shall teach, model, encourage and support healthy eating by all students. Schools shall provide nutrition education and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences and elective subjects;
- Includes enjoyable, developmentally-appropriate, culturally-relevant and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits and school gardens;
- Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;
- Emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Links with school meal programs, cafeteria nutrition promotion activities, school gardens, and other school foods and nutrition-related community services;

PHYSICAL ACTIVITIES

Physical Education

The School Board shall provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum shall promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits.

All School Board elementary (K-8) students shall receive physical education for at least 30 minutes per day throughout the school year. High school students are required to have a minimum of 1.5 Carnegie units in physical education to graduate.

The School Board physical education program shall promote student physical fitness through individualized fitness and activity assessments and shall use criterion-based reporting for each student.

Physical Activity

Students in grades K-8 are required by state law to receive at least thirty (30) minutes of physical activity per day. High school students shall be encouraged to incorporate physical activity into their day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program. Such programs reflect strong coordination and synergy across all of

the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement. Schools shall ensure that varied physical activity opportunities are in addition to, and not as a substitute for, physical education.

To the extent practicable, the School Board shall ensure that its grounds and facilities are safe and that equipment is available to students to be active.

Classroom Physical Activity Breaks (Elementary and Secondary)

The School Board recognizes that students are more attentive and ready to learn if provided with periodic breaks when they can be physically active or stretch. Thus, students shall be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week. Teachers shall be encouraged to provide short (3-5 minute) physical activity breaks to students during and between classroom time at least three (3) days per week. Such physical activity breaks shall complement, not substitute, for physical education class, recess, and class transition periods.

The School Board shall provide resources and links to resources, tools, and technology with ideas for classroom physical activity breaks. Resources and ideas are also available through USDA and other organizations which promote health and wellness.

Active Academics

Teachers shall be encouraged to incorporate movement and kinesthetic learning approaches into “core” subject instruction when possible (e.g., science, math, language arts, social studies and others) and do their part to limit sedentary behavior during the school day.

The School Board shall support classroom teachers incorporating physical activity and employing kinesthetic learning approaches into core subjects by providing annual professional development opportunities and resources, including information on leading activities, activity options, as well as making available background material on the connections between learning and movement. Teachers shall serve as role models by being physically active alongside the students whenever feasible.

OTHER ACTIVITIES THAT PROMOTE STUDENT WELLNESS

The School Board shall integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues and physical activity facilities. The School Board shall coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

Public schools in Calcasieu Parish shall be encouraged to coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the School Board's curriculum experts.

All efforts related to obtaining federal, state or other organizational recognition for efforts, or grants/funding opportunities for healthy school environments shall be coordinated with and complementary of the School Wellness policy, including but not limited to ensuring the involvement of the School Health Advisory Council.

All school-sponsored events shall adhere to the School Wellness policy guidelines. All school-sponsored wellness events shall include physical activity and healthy eating opportunities when appropriate.

DEFINITIONS

In accordance with 7 CFR 210.11, for purposes of this policy:

School day shall be defined as beginning at midnight until thirty (30) minutes after the official school day ends.

School campus shall be defined as all areas of the property under the jurisdiction of the school that are accessible to students during the school day.

New Policy: July 11, 2006

Revised: December, 2009

Revised: September 14, 2010

Revised: August, 2017

Ref: PL 108-265 (Section 204, Child Nutrition and Women, Infants, and Children (WIC) Reauthorization Act of 2004); 43 USC 1751 et seq. (Richard B. Russell National School Lunch Act); 42 USC 1771 et seq. (Child Nutrition Act of 1966); 7 CFR 210 (National School Lunch Program); 7 CFR 220 (School Breakfast Program); La. Rev. Stat. Ann. 17:17.1, 17:197.1; Board minutes, 7-11-06, 9-14-10

FILE: JGB

Cf: EE

SCHOOL WELLNESS- Current Policy (old policy)

The Calcasieu Parish School Board recognizes that schools should play a vital role in promoting student health, preventing childhood obesity, and combating problems associated with poor nutrition and physical inactivity. The School Board shall promote a healthy school environment by supporting and emphasizing student wellness, good nutrition, and regular physical activity and making these an integral part of the total learning environment.

Schools have a responsibility to help students learn, establish, and maintain patterns of nutrition and physical activity that facilitate a healthy environment. Well-planned and effectively implemented school nutrition and fitness programs serve to enhance a student's overall health, as well as their behavior and academic achievement. The School Board shall require that all foods made available on school campuses should offer children nutritious choices, and physical activity should be incorporated into the school day as often as possible.

The Calcasieu Parish School Board shall develop, implement, and maintain a comprehensive plan to encourage healthy eating and physical activity in all public schools of Calcasieu Parish. The plan shall make effective use of school and community resources and equitably serve the needs and interests of all schools and staff.

SPECIFIC WELLNESS GOALS

Nutrition Education

The school district will:

1. Promote and implement nutrition education that promotes lifelong healthful eating practices.
2. Use lessons that are age-appropriate, with behaviorally focused content that is developmentally appropriate and culturally relevant.
3. Use lessons that are sequential and are correlated with standards, benchmarks, and grade level expectations.
4. Provide hands on activities that are fun.

5. Provide repeated opportunities for students to taste foods that are low in fat, sodium and added sugars and high in vitamins, minerals and fiber.
6. Focus on positive aspects of healthful eating behaviors.
7. Promote social learning techniques such as role modeling, providing incentives, developing social resistance skills, overcoming barriers to behavioral changes and goal setting.

Physical Activity

The school district will:

1. Promote and implement quality physical education programs that emphasize and promote participation in lifelong physical activities and reaching a health enhancing level of physical fitness among all students.
2. Provide students in grades K-8 with a minimum of 150 minutes per week of health and physical education.
3. Ensure that students in grades K-8 participate in planned, organized, moderate to vigorous physical activity for a minimum of 30 minutes each school day.
4. Strive toward having qualified, certified physical education teachers guide physical activity instruction in all elementary grades as well as in middle and high school physical education classes.
5. Provide staff development on standards implementation for physical education instructors.

Other School-Based Activities

The school district will:

1. Offer classroom health education that complements physical education by reinforcing the knowledge and self-management skills needed to maintain a physically active lifestyle and to reduce time spent on sedentary activities
2. Recognize that daily physical activity is essential to student welfare and academic performance.
3. Encourage physical activity during recess for elementary students, intramural programs, integration in the academic curriculum, and clubs, as well as in physical education programs.

4. Encourage parents and guardians to support students' participation in physical activities, to be physically active role-models, and to include physical activities in family plans.
5. Provide parents a list of foods that meet the Board's snack standards and ideas for health celebrations/parties, rewards and fund raising activities.
6. Encourage school staff to participate in physical activities to serve as role models.
7. Support community-based physical activity programs.

Nutrition Guidelines

Student's lifelong eating habits are greatly influenced by the types of foods and beverages available in their daily environment. In addition to ensuring that reimbursable school meals meet all requirements of the *Nutritional School Lunch Program* outlined in federal and state regulations, the School Board shall develop and maintain specific nutritional guidelines to address all food and beverages sold or served to students, including those items made available to students outside of the school meal programs.

MONITORING AND POLICY REVIEW

Monitoring

The Superintendent or his/her designee shall be responsible for assuring compliance with established district-wide nutrition and physical activity wellness policies. In each school, the principal or designee will ensure compliance with those policies in his/her school and shall report on the school's compliance to the Superintendent or his/her designee.

School food service staff, at the school or district level, shall assess compliance with nutrition policies within school food service areas and report on this matter to the Superintendent (or if done at the school level, to the school principal).

The Superintendent or his/her designee shall develop a summary report at least annually on compliance with the district's established nutrition and physical activity wellness policies, based on input from schools within the district. The report shall be provided to the School Board, the district's *School Health*

Advisory Council (SHAC), and also distributed to the schools, parent teacher organizations, school principals, and school health services personnel throughout the parish.

Policy Review

Assessments shall be taken annually to help review policy compliance, assess progress, and determine areas in need of improvement. As part of that review, the School Board and staff shall review all nutrition and physical activity policies; provision of an environment that supports healthy eating and physical activity; and nutrition and physical education policies and program elements using the Louisiana Department of Education *Wellness Policy Evaluation* tool and share these results with the *School Health Advisory Council (SHAC)*. The School Board and individual schools within the district shall, as necessary, revise the wellness policies and develop work plans to facilitate their implementation.

New Policy: April, 2006

Approved: July 11, 2006

Revised: December, 2009

Revised: June, 2010

Ref: PL 108-265 (Section 204, *Child Nutrition and Women, Infants, and Children (WIC) Reauthorization Act of 2004*)

42 USC 1751 et seq. (*Richard B. Russell National School Lunch Act*)

42 USC 1771 et seq. (*Child Nutrition Act of 1966*)

7 CFR 210 (*National School Lunch Program*)

7 CFR 220 (*School Breakfast Program*)

La. Rev. Stat. Ann. §§17:17.1, 17:197.1

Board minutes, 7-11-06, 3-16-10, 9-14-10

Calcasieu Parish School Board

~~CHILD SCHOOL NUTRITION PROGRAM MANAGEMENT -NEWPOLICY~~ EE

The Calcasieu Parish School Board believes the school district should have a sound child nutrition program and that the child nutrition program should be an integral part of the total educational program. The School Board also believes that the highest possible sanitation

standards should be maintained and that every effort should be made to make it possible for every child to participate in the child nutrition program without regard to race, color, disability, national origin, sex, or age.

GUIDELINES

The School Board shall administer a *Food and Nutrition Program* in accordance with federal and state standards and requirements. The School Board, as the recognized child nutrition program authority for the school district, shall annually approve the national school lunch program, school breakfast program, U.S.D.A school commodity programs and any other related programs. The approved agreement shall meet all specifications mandated by the Louisiana Department of Education's *Division of Nutrition Support*.

Guidelines of the *Louisiana Sanitary Code* shall be strictly followed in the preparation, serving, and cleaning of all child nutrition programs and facilities.

Each school shall abide by state and federal guideline restrictions on the operation of concessions, canteens, snack bars, vending machines or other food and beverage sales.

No supplies or foods, including leftovers, shall be removed from the child nutrition department by any employee of the school system unless he/she has been authorized to transfer the items to another school location. Disciplinary action may result for unauthorized food removal.

SPECIAL EVENTS

Special events should not interfere with the preparation and service of school lunch, breakfasts, or snacks. School functions involving the use of the cafeteria shall be arranged through the principal and approved by the child nutrition supervisor. Whenever the cafeteria is used by the school, one or more of the child nutrition employees shall be in charge to ensure control over child nutrition foods and to ensure proper use and care of equipment and facilities. A *Special Event* form must be completed and sent to the supervisor of child nutrition at least two (2) weeks in advance of the event. Events that occur at scheduled times during the school year can be handled by sending in one notice listing all of the dates.

PAYMENT FOR MEALS

Meals may be paid for daily, weekly, monthly, or annually. Those students not eligible for free meals must pay for their meals at the prices established for full price and reduced price students. Meals may be charged in accordance with policy EEA, Unpaid Meal Charges. ~~Those students not eligible for free meals who have not paid for a scheduled meal may have that meal withheld.~~

~~In elementary schools prior to withholding a meal, the school shall:~~

- ~~1. Provide actual notification to the child's parent or legal guardian as to the date and time after which meals may be denied, the reason for such denial, any action that may be taken by the parent or legal guardian to prevent further denial of meals, and the consequences of the failure to take appropriate actions to prevent such denial, including that the school governing authority shall contact the office of community services within the Department of Social Services upon the third instance of such denial during a single school year.~~
- ~~2. Verify with appropriate school staff that the child does not have an Individual Education Plan that requires the child to receive meals provided by the school to ensure that neither the child's health nor learning ability will be negatively affected by denying the child meals during school hours.~~

~~If the school denies a scheduled meal to a child, the school shall provide a sandwich or a substantial and nutritious snack item to the child as a substitute for the meal denied.~~

~~Upon the third (3rd) instance during a single school year of the same elementary school child being denied a meal during school hours, the School Board shall contact the office of community services within the Department of Social Services to report the failure of the parent or guardian to pay for meals which has resulted in repeated denials of meals during school hours.~~

~~The School Board shall document each instance that a child is denied a meal in an elementary school.~~

~~Charitable funds donated by school employees or other charitable funds may be used to pay for a child's meal in the event that he/she is subject to the denial of a meal during school hours.~~

~~No discrimination against any individual shall occur because of his/her inability to pay, nor shall the School Board or any nutrition service provider publish or permit to be published the names of any Individual unable to pay for the food.~~

~~Any public school employee who discloses the name of any individual unable to pay for such food, either orally or in written form, except as reasonably necessary in the conduct of his/her official duties, shall be subject to the penalties provided in state law. No employee shall disclose such information to any student for any reason.~~

FREE AND REDUCED PRICE MEAL APPLICATIONS

Eligibility for participation of students in the free and reduced meal program shall be determined by family meal application or direct certification of participation in migrant, runaway, or homeless education programs. A multi-child, family application to apply for school meal

benefits shall be sent to the parents or guardians of each student within the first week of school. Parents shall be requested to complete an application listing all students enrolled in Calcasieu Parish public schools and return it to the determining official for review. The applicant should be made aware that deliberate misrepresentation on the application may subject him or her to prosecution under applicable state and federal criminal statutes. Such applications (approved and disapproved) and documentation of the action taken shall be maintained for three (3) years after the end of the fiscal year to which they pertain.

State guidelines allow for the limited disclosure of information about free and reduced price meal eligibility without consent of the parent. The information may be used *only* for the purpose authorized and may not be shared with any other parties for any reason. Aggregate information that does not identify individuals continues to be permitted without parental consent. Under the ~~No Child Left Behind Act (NCLB)~~, National School Lunch Act (NSLA) the release of a child's eligibility status is permitted to persons directly connected with and who need to know a child's free and reduced price meal eligibility status in order to administer and enforce the Title I requirements under the NCLB carry out an activity specifically authorized by the NSLA. ~~The statute, however does not allow the disclosure of any other information obtained from the free lunch application form or obtained through the direct certification information received from the Supplemental Nutrition Assistance Program.~~

Revised: October, 1997

Revised: August, 2005

Revised: August, 2010

Revised: October 8, 2013

Revised: September 9, 2014

Revised: August, 2017

Ref: ~~No Child Left Behind Act of 2001 (NCLB)~~; 42 USC 1751 et seq. (*School Lunch Programs*); 42 USC 1771 et seq. (*Child Nutrition*); 7 CFR 210 (*National School Lunch Program*); 7 CFR 220 (*School Breakfast Program*); La. Rev. Stat. Ann. §§17:82, 17:191, 17:192, 17:192.1, 17:195, 17:196, 17:197.1, 17:198, 17:199, 39:2101, 40:4; *Louisiana Sanitary Code*, La. Dept. of Health and Hospitals; Board minutes, 5-9-06, 10-5-10, 10-8-13, 9-9-14.

CHILD NUTRITION PROGRAM MANAGEMENT – OLD Policy EE

The Calcasieu Parish School Board believes the school district should have a sound child nutrition program and that the child nutrition program should be an integral part of the total educational program. The School Board also believes that the highest possible sanitation standards should be maintained and that every effort should be made to make it possible for every child to participate in the child nutrition program without regard to race, color, disability, national origin, sex, or age.

GUIDELINES

The School Board shall administer a *Food and Nutrition Program* in accordance with federal and state standards and requirements. The School Board, as the recognized child nutrition program authority for the school district, shall annually approve the national school lunch program, school breakfast program, U.S.D.A school commodity programs and any other related programs. The approved agreement shall meet all specifications mandated by the Louisiana Department of Education's *Division of Nutrition Support*.

Guidelines of the *Louisiana Sanitary Code* shall be strictly followed in the preparation, serving, and cleaning of all child nutrition programs and facilities.

Each school shall abide by state and federal guideline restrictions on the operation of concessions, canteens, snack bars, vending machines or other food and beverage sales.

No supplies or foods, including leftovers, shall be removed from the child nutrition department by any employee of the school system unless he/she has been authorized to transfer the items to another school location. Disciplinary action may result for unauthorized food removal.

SPECIAL EVENTS

Special events should not interfere with the preparation and service of school lunch, breakfasts, or snacks. School functions involving the use of the cafeteria shall be arranged through the principal and approved by the child nutrition supervisor. Whenever the cafeteria is used by the school, one or more of the child nutrition employees shall be in charge to ensure control over child nutrition foods and to ensure proper use and care of equipment and facilities. A *Special Event* form must be completed and sent to the supervisor of child nutrition at least two (2) weeks in advance of the event. Events that occur at scheduled times during the school year can be handled by sending in one notice listing all of the dates.

PAYMENT FOR MEALS

Meals may be paid for daily, weekly, monthly, or annually. Those students not eligible for free meals must pay for their meals at the prices established for full price and reduced price students. Those students not eligible for free meals who have not paid for a scheduled meal may have that meal withheld.

In elementary schools, prior to withholding a meal, the school shall:

1. Provide actual notification to the child's parent or legal guardian as to the date and time after which meals may be denied, the reason for such denial, any action that may be taken by the parent or legal guardian to prevent further denial of meals, and the consequences of the failure to take appropriate actions to prevent such denial, including that the school governing authority shall contact the office of community services within the Department of Social Services upon the *third* instance of such denial during a single school year.

2. Verify with appropriate school staff that the child does not have an *Individual Education Plan* that requires the child to receive meals provided by the school to ensure that neither the child's health nor learning ability will be negatively affected by denying the child meals during school hours.

If the school denies a scheduled meal to a child, the school shall provide a sandwich or a substantial and nutritious snack item to the child as a substitute for the meal denied.

Upon the third (3rd) instance during a single school year of the same elementary school child being denied a meal during school hours, the School Board shall contact the office of community services within the Department of Social Services to report the failure of the parent or guardian to pay for meals which has resulted in repeated denials of meals during school hours.

The School Board shall document each instance that a child is denied a meal in an elementary school.

Charitable funds donated by school employees or other charitable funds may be used to pay for a child's meal in the event that he/she is subject to the denial of a meal during school hours.

No discrimination against any individual shall occur because of his/her inability to pay, nor shall the School Board or any nutrition service provider publish or permit to be published the names of any individual unable to pay for the food.

Any public school employee who discloses the name of any individual unable to pay for such food, either orally or in written form, except as reasonably necessary in the conduct of his/her official duties, shall be subject to the penalties provided in state law. No employee shall disclose such information to any student for any reason.

FREE AND REDUCED PRICE MEAL APPLICATIONS

Eligibility for participation of students in the free and reduced meal program shall be determined by family meal application or direct certification of participation in migrant, runaway, or homeless education programs. A multi-child, family application to apply for school meal benefits shall be sent to the parents or guardians of each student within the first week of school. Parents shall be requested to complete an application listing all students enrolled in Calcasieu

Parish public schools and return it to the determining official for review. The applicant should be made aware that deliberate misrepresentation on the

application may subject him or her to prosecution under applicable state and federal criminal statutes. Such applications (approved and disapproved) and documentation of the action taken shall be maintained for three (3) years after the end of the fiscal year to which they pertain.

State guidelines allow for the limited disclosure of information about free and reduced price meal eligibility without consent of the parent. The information may be used *only* for the purpose authorized and may not be shared with any other parties for any reason. Aggregate information that does not identify individuals continues to be permitted without parental consent. Under the *No Child Left Behind Act* (NCLB), the release of a child's eligibility status is permitted to persons directly connected with and who need to know a child's free and reduced price meal eligibility status in order to administer and enforce the Title I requirements under the NCLB. The statute, however, does not allow the disclosure of any other information obtained from the free lunch application form or obtained through the direct certification information received from the food stamp office.

Revised: October, 1997

Revised: August, 2005

Revised: August, 2010

Revised: October 8, 2013

Revised: September 9, 2014

Ref: *No Child Left Behind Act of 2001* (NCLB)

42 USC 1751 et seq. (School Lunch Programs)

42 USC 1771 et seq. (*Child Nutrition*)

7 CFR 210 (*National School Lunch Program*)

7 CFR 220 (*School Breakfast Program*)

La. Rev. Stat. Ann.

§§17:82, 17:191, 17:192, 17:192.1, 17:195, 17:196, 17:197.1,
17:198,

17:199, 39:2101' 40:4

Louisiana Sanitary Code, Louisiana Department of Health and
Hospitals

Board minutes 5-9-06 10-5-10 10-8-13 9-9-14

UNPAID MEAL CHARGES – New Policy (EEA)

The National School Lunch and School Breakfast Programs are integral in ensuring that students have access to nutritious meals to support their academic success. It is also imperative to protect the financial stability of the school nutrition program.

The intent of this policy is to establish a process and procedure to handle situations when children eligible for reduced-price or full-price meal benefits have insufficient funds to pay for school meals; as well as for the collection of unpaid meal charges and delinquent account debt.

PROCEDURE

1. Students who qualify for free meals shall not be denied a reimbursable meal even if they have accrued a negative balance on their account.
2. Students who have money to pay for a reduced-price or full price meal at the time of service must be provided a meal. If the student intended to use the money for that day's meal, the school food authority (SFA) shall not use the money to repay a negative balance or other unpaid meal charge debt.
3. Students without funds to pay for a reduced-price or full price meal are allowed to charge their account for breakfast and/or lunch
4. Students who charge a meal will receive a reimbursable meal.
5. There shall not be a maximum amount or number of meals allowed to charge.
6. Adults shall only be allowed to charge meals up to \$25 and any additional meal or food item will be refused.

COMMUNICATING THE POLICY

1. Policy *EEA, Unpaid Meal Charges*, shall be communicated to the household by posting on the Calcasieu Parish School Board (CPSB) website.
2. The policy shall be communicated to all School Nutrition Program (SNP) staff and the staff will receive training as part of their professional development.
3. Documentation of the communication and training plan shall be maintained for the Federal Program Administrative Review.

NOTIFYING THE HOUSEHOLD OF NEGATIVE BALANCES

1. The SFA shall notify households of negative balances by a variety of different methods:

- a. School Messenger shall be utilized to send automated messages to parent's contact numbers. The messages shall be sent once monthly for any negative balance and excessive negative balances. The messages shall differ depending on the situation.
- b. The cafeteria manager shall provide students with printed documentation of negative balances.
- c. A letter from the central office detailing the amount owed and procedure for payment shall be mailed to the parent's address at \$50 negative balance.
- d. A certified letter shall be mailed from the central office detailing the amount owed and procedure for payment to the parent's address at \$150 negative balance.
- e. The consequences of non-payment will be determined on a case-by-case basis.
- f. Students may be denied participation in extracurricular activities such as prom, homecoming dances, and field trips. The denial of participation shall be at the discretion of the principal.
- g. The persons responsible for managing unpaid meal charges are:
 - i. SNP school-based staff shall collect payment for meals at the POS
 - ii. SNP central office shall contact households
 - iii. SNP central office may collect payment

Delinquent debt is allowable in the School Nutrition Program and may be carried over to the next successive school year.

ASSISTANCE TO HOUSEHOLDS

Households with questions or needing assistance may contact the school office where their student attends or the School Nutrition Program office at 337-217-4360.

New policy:

Ref: 2 CFR Part 200 Section 143 of the Healthy, Hunger-Free Kids Act of 2010; Board minutes,

OLD PROCEDURES for Collecting Money

Next, Mr. Anderson presented staffs recommendation for procedures to collect school lunch charges. He stated that meetings were held with several different people throughout the state for consultation with regards to improve the system.

The ending balance for lunch charges was a total of \$88,261.73 (66% - Paying students, 20% - Free and 14%

- Reduced). Other parishes do not provide an alternate meal due to cost and additional staff needed to make the meal or sandwiches.

A motion was made by Mr. Burleigh, seconded by Mr. Webb and carried to accept staffs recommendations to follow procedures for collecting school lunch charges.

On behalf of the committee, Mr. Dellafosse made a motion to accept the committee recommendation. A second was not needed and on a vote, the motion carried. Mr. Guidry voted against the motion.

Staff

Recommendations

Procedures for Collecting Lunch Charges

1. Send every household a free/reduced form at the end of July with deadlines
2. Follow up with a call from our School Messenger program
3. Provide principals a pre-cert list at the beginning of August
4. Principals given a list every Friday of charges to begin collection
5. All extracurricular activities/trips be denied to students who have an outstanding balance
6. Principals be given their balance amount each month
7. Procedures addressed at Principals In-service prior to beginning of school

A request was made to use radio, TV and the newspaper to relay the information to the parents, students and legal guardians.

Bryan LaRocque called a question to cease discussion, with a second by Mr. Pitre; the motion passed with one NAY vote by Mr. Guidry.

FILE: JGCE
Cf: GAMC, JDA, JG

CHILD ABUSE – NEW POLICY

1. The Child Abuse Policy has been revised to reflect the language of Article 609 of the Children's code, in which the mandatory reporter makes the report directly to the appropriate authorities.

CHILD ABUSE

The Calcasieu Parish School Board shall endeavor to ensure that all instances of child abuse and/or neglect are reported in accordance with appropriate state and local laws and regulations. Therefore, the School Board directs that all school personnel be informed of their responsibilities under law as mandatory reporters when performing their occupational duties.

DEFINITIONS

Abuse means any one of the following acts which seriously endanger the physical, mental, or emotional health of the child:

1. The infliction, attempted infliction, or, as a result of inadequate supervision, the allowance of the infliction or attempted infliction of physical or mental injury upon the child by a parent or any other person.
2. The exploitation or overwork of a child by a parent or any other person.
3. The involvement of the child in any sexual act with a parent or any other person, or the aiding or toleration by the parent or the caretaker of the child's sexual involvement with any other person or of the child's involvement in pornographic displays, or any other involvement of a child in sexual activity constituting a crime under the laws of this state.

Caretaker means any person legally obligated to provide or secure adequate care for a child, including a parent, tutor, guardian, legal custodian, foster home parent, an employee of a public or private day care center, an operator or employee of a registered family child day care home, or other person providing a residence for the child.

Child, for purposes of child abuse, is defined as a person under eighteen (18) years of age, who prior to juvenile proceedings, has not been judicially emancipated or emancipated by marriage.

A *mandatory reporter* is any considered to be a teaching or child care provider performing their occupational duties, such as any person who provides or assists in the teaching, training, or supervision of a child, including any public or private teacher, teacher's aide, instructional aide, school principal, school staff member, bus driver, coach, social worker, or any individual who provides such services to a child in a voluntary or professional capacity.

Neglect means the refusal or willful failure of a parent or caretaker to supply the child with necessary food, clothing, shelter, care, treatment, or counseling for any injury, illness, or condition of the child, as a result of which the child's physical, mental, or emotional health is substantially threatened or impaired. In accordance with statutory provisions, the inability of a parent or caretaker to provide for a child due to inadequate financial resources shall not, for that reason alone, be considered neglect. Whenever, in lieu of medical care, a child is being provided treatment in accordance with the tenets of a well-recognized religious method of healing which has a reasonable, proven record of success, the child shall not, for that reason alone, be considered to be neglected or maltreated. However, nothing herein shall prohibit the court from ordering medical services for the child when there is substantial risk of harm to the child's health or welfare.

PROCEDURE FOR REPORTING CHILD ABUSE/NEGLECT

Any *mandatory reporter*, notwithstanding any claim of privileged communication, who has cause to believe that a child's physical or mental health or welfare is endangered as a result of abuse or neglect, as defined by this policy, or that abuse or neglect was a contributing factor in a child's death, in accordance

with statutory provisions, shall report immediately suspected abuse/neglect in accordance with the following:

1. When the mandatory reporter having the information shall contact the principal or designee immediately. The principal or other supervising employee suspects that a child has been abused/neglected, he/she shall immediately:
 - A. When the suspected abuser is believed to be a parent or caretaker, make the report to the Department of Children and Family Services through the designated state child protection reporting hotline telephone number.
 - B. When the abuse or neglect is believed to be perpetrated by someone other than a parent or caretaker, and a parent or caretaker is not believed to have any responsibility for the abuse or neglect, make the report to a local or state law enforcement agency.

Dual reporting to both agencies is permitted.

2. If the initial report was in oral form, it shall be followed by a written report on the approved form, which written report shall be delivered within five (5) days to the local child protection agency or the local law enforcement agency to whom the initial report was made.
- ~~3. The principal, assistant principal, or other supervisory employee to whom the initial reporter gave the report shall have the primary responsibility of reporting the information to the appropriate agency as herein provided. The teacher or other Board employee who was the initial reporter is not relieved of responsibility, however, and to ensure that the report is delivered to the appropriate agency as required by law, the principal/designee/supervisory employee shall confer with the initial reporting employee and confirm that the report was made to the appropriate agency. If the principal/designee/ supervisory employee fails or refuses to make a required report, the initial reporting employee shall make the required report to the appropriate agency and shall, within five (5) days of filing the required written report file a confidential report of the entire matter in writing with the Superintendent.~~

The report shall contain the following information, if known:

1. The name, address, age, sex, and race of the child.
2. The nature, extent, and cause of the child's injuries or endangered condition, including any previous known or suspected abuse to this child or the child's siblings.
3. The name and address of the child's parent(s) or other caretaker.
4. The names and all the ages of all other members of the child's household.
5. The name and address of the reporter.
6. An account of how this child came to the reporter's attention.
7. Any explanation of the cause of the child's injury or condition offered by the child, the caretaker, or any other person.
8. The number of times the reporter has filed a report on the child or the child's siblings.
9. Any other information which the reporter believes might be important or relevant.

The report shall also name the person or persons who are thought to have caused or contributed to the child's condition, if known, and the report shall contain the name of such person if he/she is named by the child.

~~If the initial report was in oral form by a mandatory reporter, it shall be followed by a written report made within five (5) days to the local child protection unit, or if necessary, to the local law enforcement agency.~~

INVESTIGATION OF REPORTS

Admission of the investigator on school premises or access to the child in school shall not be denied by school officials.

ALLEGATION AGAINST SCHOOL EMPLOYEES OR VOLUNTEERS

When an employee is accused of the use of impermissible corporal punishment or moral offenses involving students, the principal shall immediately notify the Superintendent and initiate an investigation (see procedures under policy *GAMC, Employee Investigations*). If the offender is a central office employee, or principal, the immediate supervisor will initiate an investigation.

Upon any school employee receiving a report of, or information about, child abuse, against another school employee or volunteer, and the employee receiving said information has cause to believe the truthfulness thereof, the reporting procedure as outlined in this policy shall be followed, depending upon whether the employee or volunteer is considered a caretaker or someone other than a caretaker.

The school employee shall also, as soon as reasonably possible, notify the appropriate immediate supervisor of the accused individual, and that supervisor in turn will as soon as reasonably possible, notify the Superintendent or designee. The Superintendent and the School Board's attorney will determine what appropriate action the school system may take over and above the investigation being conducted by the appropriate state agency. In any incident involving an employee or volunteer which is reported to the Superintendent or designee, the person shall be removed from all activities involving direct contact with students until the matter is resolved.

ALLEGATIONS OF SEXUAL OFFENSES

The Superintendent or his/her designee shall be required to notify the local law enforcement agency of any allegation made by a student of the commission of a sex offense as defined by La. Rev. Stat. Ann. §15:541. Such notification shall be made by the Superintendent or his/her designee within twenty-four (24) hours of the time the student notified the Superintendent or other appropriate personnel. Any school employee who receives information from a student concerning the possible commission of a sexual offense shall immediately inform the Superintendent and/or his/her designee.

CONFIDENTIALITY

The circumstances and information of the initial report, the fact that a report was made to an agency, and the written report shall be held in confidence and shall not be disseminated to third parties other than those persons or agencies designated by this policy or required by state law. Any written report or other written information regarding the report shall be kept in a confidential file separate from the child's routine school records and accessible only by the principal/designee/supervisory employee or by court order.

INSERVICE TRAINING

At the beginning of each school year, each principal shall provide mandated inservice training for mandatory reporters and other school personnel and volunteers on how to recognize and report suspected child abuse or child neglect. Each employee and volunteer shall sign a form indicating he/she has received and understands the guidelines for reporting child abuse/neglect.

IMMUNITY FROM LIABILITY

Any person who in good faith makes a report, cooperates in any investigation arising as a result of such report, or participates in judicial proceedings authorized under the Louisiana Children's Code shall have immunity from civil or criminal liability that otherwise might be incurred or imposed. This immunity, however, does not extend to (1) a person who participates in or conspires with a participant or an accessory to an offense involving the abuse or neglect of a child; (2) any person who makes a report known to be false or with reckless disregard for the truth of the report.

LIABILITY

The Louisiana Children's Code and Louisiana criminal law provide substantial penalties for mandatory reporters who fail to report facts which would support a reasonable belief that child abuse or neglect has occurred. Additionally, educators or other employees of the Calcasieu Parish School Board who fail or refuse to report child abuse/neglect as provided by law or by this policy may be subject to disciplinary and/or dismissal proceedings for neglect of duty.

Revised: September, 2004

Revised: November, 2007

Revised: February 5, 2013

Revised: May, 2017

Ref: La. Rev. Stat. Ann. ' ' 14:403, 15:539, 15:541, 17:81.6; La. Children's Code, Title VI, Art. 601, 603, 609, 610; Board minutes, 4-2-93, 5-11-04, 12-7-04, 4-8-08, 2-5-13.

FILE: GAMB

NEW POLICY

EMPLOYEE DRESS CODE

The Calcasieu Parish School Board recognizes that teachers and administrators have traditionally upheld high standards of professionalism, including that of appropriate, professional attire. In accordance with that tradition, the Calcasieu Parish School Board embraces the following standards as they relate to employee dress.

DRESS AND PERSONAL GROOMING

Employees on a daily basis shall dress as professionals, in businesslike attire in order to set a good example for co-employees, students and the general public. Employee dress and grooming shall not detract from the learning/educational environment of students' participation in classes, school programs or other school-related activities. Extremes in style and fit in employee dress and extremes in style of grooming shall not be permitted. Administrators shall be authorized to use their discretion in determining extremes in styles of dress and grooming and what is appropriate and suitable for School Board employees. No employee shall wear, possess, use, distribute, display, or sell any clothing, jewelry, emblem, blade, symbols, sign, or other things which are affiliated with drugs, alcohol, violence, or gang-related activities. Policies regarding dress and grooming stress the importance of reducing distractions that inhibit learning and are addressed in an attempt to enhance the learning environment.

GUIDELINES FOR EMPLOYEES, INCLUDING SUBSTITUTES

Women

Acceptable

Sleeveless dresses or tops

Undergarments must be worn and not showing

Pants (belts if loops), pantsuits

Skirts/dresses/jumpers/culottes/split skirts (no shorter than 2" above knee)

Cropped pants/capris

Blazer or jacket, optional
School-related tee-shirts

Shirts (blouses must be tucked in or at an appropriate length so as not to expose the midriff at any time)

Pierced ears

Unacceptable

Bare midriff tops, spaghetti straps or tank tops

See-through or tight-fitting tops/pants/skirts **

Blue denim jeans (except on designated "spirit" or "casual" days)

Stonewashed/faded/frayed/holes in jeans

Windsuits/sweatsuits/jogging suits/overalls/shorts/skorts

Leggings/tights/spandex (as pants)
Low necklines/suggestive clothing

Tee-shirts

Visible body piercing/facial piercing other than ears

Distracting tattoos **

Thongs/flip-flops/crocs/shower shoes/slippers

Caps (indoors)

Hairstyles (cuts, designs, names, and colors, i.e. blue, green, or unnatural colors) which adversely affect the educational atmosphere of the school will not be permitted. **

Men

Acceptable

Slacks/trousers/dress pants (belt, if loops, or suspenders worn at waist)

Shirts: polo, oxford, sweater

Blazer, jacket or ties optional

School-related tee-shirts

Pierced ears

Unacceptable

Blue denim jeans (except designated “spirit” or “casual” days)

Sleeveless shirts/tank tops/tee-shirts

Stonewashed/faded/frayed/holes in jeans

Windsuits/sweatsuits/jogging suits/overalls/shorts

Tight-fitting tops/pants **

Visible body piercing/facial piercing other than ears

Distracting tattoos **

Caps (indoors)

Hairstyles (cuts, designs, names, and colors, i.e. blue, green, or unnatural colors) which adversely affect the educational atmosphere of the school will not be permitted. **

** Discretion of Supervisor

Exceptions

1. "Spirit or "casual days are as announced or designated by the principal.
2. T&I teachers or agriculture and industrial arts teachers may wear denim jeans
3. Scrubs may be worn only by those working with medically impaired students and Pre-K elementary teachers and aides through grade 5.
4. Physical Education Teachers

Physical education teachers may wear windsuits and walking shorts/coaching shorts (no shorter than 2" above the knee.) Stretch shorts/short shorts and tee shirts are unacceptable. Physical education instructors attire is only acceptable in gym and during physical education classes. If a physical education instructor teaches any other class during the day, he/she will change clothes or cover clothing.

5. Support Personnel

Support personnel will dress according to their job description requirements with approval of the principal/immediate supervisor.

Cafeteria, Custodial, Maintenance, Mechanic, Transportation, and Warehouse employees will wear CPSB issued uniforms.

Clerical workers/secretaries/aides, and others who work with children and/or inside the school plant, central office or other central locations will comply with the certified dress code.

~~Cafeteria workers will follow the policy designed by Food Service.~~

Bus drivers/bus aides may wear jeans or knee-length shorts with ~~tee shirts~~ due to the heat. CPSB issued shirts or CPSB issued safety vest. They must wear shoes secured to their feet by either ties or straps.

~~Custodial employees may wear jeans and tee shirts during the school year.~~

Tee-shirts may not have profane/suggestive/obscene/language or pictures or advertising of alcohol, drug paraphernalia, or illegal substances or be political in nature.

Warehouse, custodial, and maintenance employees must wear close-toed shoes, and knee-length shorts are optional during summer months.

CONSEQUENCES FOR DRESS CODE VIOLATIONS

1st violation	Documented conference with employee and immediate supervisor, an evaluation form be placed in employee school folder
2nd violation	Documented conference with employee, Immediate supervisor and appropriate administrative Director. An evaluation form be placed in school folder and Personnel folder in Personnel department
3rd violation	Administrative hearing held with employee, immediate supervisor, appropriate Personnel Supervisor and Assistant Superintendent – make recommendation to the Superintendent which could lead to termination

New policy: October, 2010

: La. Rev. Stat. Ann. '17:81; Board minutes, 7-13-10.

On a motion by John Duhon and seconded by Annette Ballard it was recommended to accept Policies JGB, EE, EEA, JGCE, DJE, DJED, GAMB, as presented.

Then, Dr. LaFargue discussed Master Service Agreement.

Several months ago CPSB went through an extensive process to solicit and review potential firms that could offer contracted facilities masters planning services. After narrowing the firms to two of those responding, the Board determined that the project was cost prohibitive. With pending bond issues and continued growth in the area we will likely still have opportunities that require individual services that the companies were offering.

C.S.R.S., one of the two final companies, which has a local office here in Calcasieu Parish has continued to stay involved in our local discussions and issues. They have pointed out that while we won't pursue a Parishwide plan, there are individual services the Board may need in certain areas and circumstances. We have asked C.S.R.S. to submit a Master Services Agreement for Professional Services, whereby we could task them to handle specific projects as they arise on an hourly basis. Examples we might ask them to do include:

- A 5-year forecast of student enrollment
- A general assessment of the existing conditions of existing schools to identify facility needs based on deferred maintenance, capacity and educational adequacy
- Documentation of identified facility and infrastructure deficiencies
- Recommendations for solutions to address the identified deficiencies
- Recommendations for new school facilities (if needed)
- Packaging and phasing recommendations of agreed upon facility improvements to match available and anticipated funding
- Establishing a master budget and schedule for agreed upon facility improvements

- Strategic planning and guidance for identifying and pursuing funding for agreed upon facility improvements

On a motion to approve by Mack Dellafosse and seconded by Annette Ballard, the motioned failed on a vote.

Teri Johnston, Calcasieu Federation of Teachers, spoke on a blue card.

Next, Dr. LaFargue discussed Signing Bonuses/Incentive Supplement for New Certified Teachers to our System.

Seeking permission to research signing bonuses offered new certified teachers to our parish who sign contracts to teach at low-performing schools.

In aligning with the concept of a Turn-around Principal, staff is asking permission to research criteria and possible implementation of incentive pay for certified teachers new to our system who commit to teaching at low performing schools. Staff feels this would give us an incentive to assist in recruiting efforts throughout the area and the state.

On a motion by Mack Dellafosse and seconded by Annette Ballard it was recommended to accept the Signing Bonuses/Incentive Supplement for New Certified Teachers to our System.

Teri Johnson, Calcasieu Federation of Teachers, spoke on a blue card.

There being no further business to discuss, on a motion by Ron Hayes and seconded by Annette Ballard, the committee adjourned the meeting at 7:05 pm.

Shannon LaFargue
Secretary

RESOLUTION

A RESOLUTION AUTHORIZING THE SUPERINTENDENT TO APPROVE THE TERMS OF MARKETING AND SALE OF GENERAL OBLIGATION REFUNDING BONDS OF SCHOOL DISTRICT NO. 34 OF CALCASIEU PARISH, LOUISIANA, 2017 SERIES, AND TO EXECUTE BOND PURCHASE AGREEMENTS IN CONNECTION THEREWITH.

WHEREAS, on March 8, 2016, the Board, acting as the governing authority of School District No. 34, authorized School District No. 34 to proceed with an advance refunding of the callable maturities of School District No. 34's outstanding General Obligation Refunding Bonds, 2009 Series B (the "Series 2009B Bonds"), involving the proposed issuance by School District No. 34 of not exceeding \$5,400,000 General Obligation Refunding Bonds, 2016 Series B (the "Bonds");

WHEREAS, such Series 2009B Bonds were not refunded in 2016 due to market conditions and there currently exists an opportunity to proceed with the refunding transaction and the Board desires to change the description of the Bonds to General Obligation Refunding Bonds, 2017 Series (the "Series 2017 Bonds");

WHEREAS, the Board, acting as the governing authority of School District No. 34, previously selected Crews & Associates, Inc. to act as underwriter of the Bonds and desires to change such selection and hereby employs Raymond James & Associates, Inc. to act as the underwriter (the "Underwriter") of the Series 2017 Bonds;

WHEREAS, the Underwriter, must distribute to prospective purchasers of the refunding bonds of School District No. 34, certain information to aid and assist those persons or institutions interested in purchasing the Series 2017 Bonds, in the form of a Preliminary Official Statement;

WHEREAS, it is necessary or desirable to designate by resolution the individual who, for and on behalf of this Board and the School District, can approve the terms of the Preliminary Official Statement, the Official Statement, the Bond Purchase Agreement between the Board, acting as the governing authority of School District No. 34 and the Underwriter (the “Bond Purchase Agreement”) and of the Bonds most advantageous to the Issuer in a fluctuating market environment;

NOW THEREFORE, BE IT RESOLVED by the Parish School Board of Calcasieu Parish, Louisiana, as the governing authority of School District No. 34 of Calcasieu Parish, Louisiana as follows:

SECTION 1. The Board, acting as the governing authority of School District No. 34 of Calcasieu Parish, hereby employs Raymond James & Associates, Inc. as underwriter of the Series 2017 Bonds.

SECTION 2. The Superintendent is hereby given permission to approve terms of the Preliminary Official Statement, the Official Statement, the Bond Purchase Agreement and sale of the Bonds at interest rates and terms most advantageous to the respective School Districts, within the parameters previously approved by the Board.

SECTION 3. The Chief Financial Officer is hereby authorized and empowered to effect and implement any necessary amendments and changes necessary in order to market the Bonds, which amendments and changes may be requested or required by the rating agencies, the municipal bond insurer, the Underwriter, bond counsel, or the municipal bond market generally,

and. to execute Bond Purchase Agreement with Raymond James & Associates, Inc., under such terms and conditions as are most favorable to the School District.

SECTION 4. All actions heretofore taken by the Calcasieu Parish School Board and by the officers thereof or on their behalf, not inconsistent herewith directed toward preparation and delivery of Preliminary Official Statement are hereby ratified, approved and confirmed.

ADOPTED AND APPROVED on this 12th day of September, 2017.

RON HAYES, President

KARL BRUCHHAUS, Secretary

STATE OF LOUISIANA

PARISH OF CALCASIEU

I, **KARL BRUCHHAUS**, certify that I am the duly qualified and acting Superintendent of Public Schools for the Parish of Calcasieu, Louisiana, and as such, Ex-Officio Secretary of the Calcasieu Parish School Board, governing authority of School District No. 34 of Calcasieu Parish,


I further certify that the foregoing is a true and correct copy of an excerpt from the minutes of a public meeting of the Calcasieu Parish School Board, held on September 12, 2017, and of a resolution adopted at said meeting, as said minutes and resolution appear officially of record in my possession.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of the Calcasieu Parish School Board on this, the 12th day of September, 2017.

KARL BRUCHHAUS, Secretary

[SEAL]

Memorandum

To: Board Members
From:  Karl Bruchhaus, Superintendent
Date: September 12, 2017
Subject: Computer Purchases

State testing for all 5th through 8th graders and for high school End of Course exams are all required to be on computer. As the state's computer testing guidelines have evolved, we have realized that many of our schools are struggling with providing computer time necessary to get all testing completed. The Technology Department has spent the last several weeks reviewing the number of computers at each school that are capable of meeting the newest state on-line requirements.

Staff is requesting permission to purchase 1200 Dell laptop computers at the CPSB state contract price. The estimated \$684,000 expenditure would be funded from Assigned General Fund Balance for E-Rate, which is currently \$1,000,000 set aside for technology related purchases.

CALCASIEU PARISH SCHOOL BOARD
NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2016

3. **DEPOSITS AND INVESTMENTS** (continued)

B. **Investments** (continued)

The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the value of the pool shares.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and board of directors. LAMP is not registered with the SEC as an investment company.

An annual audit of LAMP is conducted by an independent certified public accountant. The Legislative Auditor of the State of Louisiana has full access to the records of LAMP.

LAMP issues financial reports which can be obtained by writing: LAMP, Inc., 228 St. Charles Avenue, Suite 1123, New Orleans, LA 70130.

4. **FUND BALANCE CLASSIFICATION DETAILS (FFS LEVEL ONLY)**

The following are details of the fund balance classifications:

	General	Nonmajor Governmental	Total
Non Spendable:			
Inventory and prepaid items	\$ 1,369,580	\$ 465,073	\$ 1,834,653
Teacher scholarships	-	100,000	100,000
Restricted for:			
Debt service	-	18,855,611	18,855,611
Capital projects	-	7,262,904	7,262,904
Sales tax salary enhancements #1	4,558,216	-	4,558,216
Sales tax salary enhancements #2	11,223,393	-	11,223,393
Teacher scholarships	-	3,742	3,742
School food service	-	4,347,592	4,347,592
Grant and donor restricted	419,466	136,210	555,676
Committed for:			
Insurance	1,000,000	-	1,000,000
Hurricane repairs	-	2,211,469	2,211,469
Assigned:			
Materials and supplies	361,704	-	361,704
E rate	1,000,000	-	1,000,000
Unassigned	51,529,521	-	51,529,521
Total	<u>\$ 71,461,880</u>	<u>\$ 33,382,601</u>	<u>\$ 104,844,481</u>

School	Number of Students Testing	Approx Students Testing per time	Approx Test Ready Computers	Computers Needed for Testing
Arnett Middle	399	150	95	60
Barbe High	2077	320	257	60
Bell City High*	439	70	105	30
DeQuincy High	385	80	46	30
DeQuincy Middle	270	100	89	15
Iowa High	598	160	136	30
Iowa Middle	510	160	105	60
LaGrange High	1208	200	168	30
LeBlanc Middle**	392	135	146	15
Lewis Middle	876	150	92	60
Maplewood Middle	338	125	94	30
Molo Middle**	465	170	185	15
Moss Bluff Middle	951	150	125	30
Oak Park Middle	464	185	155	30
Sam Houston High	1264	210	130	90
Starks High*	188	188	152	30
Sulphur High	1511	250	218	30
Sulphur High 9th**	543	65	67	15
Vinton High	279	70	37	30
Vinton Middle	234	70	46	30
Washington-Marion High	649	125	97	30
Welsh Middle	1392	250	161	90
Westlake High	547	100	61	30
White Middle	640	200	178	30
TOTAL Computers Needed:				900

* minimum 15 per middle, 15 per high

** minimum 15 per school

Item 10. A.

BID REPORTS:

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

BID 2018-23 SMALL EQUIPMENT/WARES, FOOD SERVICE DEPT. was opened on
September 7, 2017 @ 10AM

BIDS WERE SENT TO THE FOLLOWING:

CALICO INDUSTRIAL
ECOMONICAL JANITORIAL
LAFAYETTE RESTAURANT
NOLA RESTAURANT SUPPLY
PON FOOD CORP
SW BAR NEEDS
SYSCO NEW ORLEANS

BID RESULTS AS FOLLOWS:

(NOT AVAILABLE AT PRINTING TIME--- WILL BE AVAILABLE PRIOR TO BOARD MEETING)



Calcasieu Parish School Board

B U I L D I N G F O U N D A T I O N S F O R T H E F U T U R E

TECHNOLOGY DEPARTMENT

Memorandum

Date: September 12, 2017

To: CPSB

From: Dr. Sheryl Abshire

Re: Permission to advertise - E-Rate Yr. 21 (18-19)

Technology Department is requesting permission to bid E-rate services and equipment for the 2018-2019 fiscal year.

12. A.

CHANGE ORDER

Change Order No.: 03
Date: **September 1, 2017**
Contract Date: **April 24, 2017**

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

Project No.: **Calcasieu Parish School Board - Project No. 201705Pc
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 in this Contract:
(Attach Itemized Breakdown)

The Original Contract Sum	\$13,495,000.00
Net Change by Previous Change Order	<u>\$253,966.14</u>
Contract Sum Prior to this Change Order	\$13,748,966.14
Contract Sum will be <u>increased</u> by this Change Order	<u>46,070.53</u>
New Contract Sum Including this Change Order	\$13,795,036.67

Contract Time will be increased by: **43 days**
Revised Contract Completion Date: **July 9, 2019**

RECOMMENDED

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

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

By: _____

Dated: _____

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: _____



Date: **September 1, 2017**
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**

Change Order No. 3 - Recap

Change Order Request No.24

E.K. Key Elementary School - Disposal charges debris discovered in bury pit, below the Building Pad. Excavation and fill were included in Change Order No.2, Item No.1.

Amount Requested:	ADD	\$274.32
Days Requested:		No Change

Change Order Request No.25

LaGrange High School - Investigative and exploratory work required to locate and identify existing City Of Lake Charles sewer main line, existing (buried) sewer manhole, CPSB sewer lines, existing active storm drain lines, existing abandoned storm drain lines, existing water lines, discovered within the building pad excavation, identify alternate routing, and tie-in to existing buildings. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$3,828.32
Days Requested:		No Change

Change Order Request No.26

All Schools - Add 20 additional attic access doors, with required framing and trim-out at various locations, as required to provide (1) attic access door into each required attic smoke compartment. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$12,180.15
Days Requested:	ADD	5 days

**Calcasieu Parish School Board
Classroom Pods – Phase X
Change Order No.3 - Recap
CEH Project # 1715
September 1, 2017
Page 2 of 3**

Change Order Request No.27

Positive Connections – Upsize the specified 4" sewer line to 6", and adjust slope to flow East & South. Extend 6" line to existing sewer plant. Remove existing sewer lift station, backfill. Tie-in existing 4" line from main school to the new 6" line at the (removed) sewer lift station location. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$6,183.25
Days Requested:	ADD	2 days

Change Order Request No.28

LaGrange High School – Reroute existing gas line discovered during excavation for building pad. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$2,816.35
Days Requested:	ADD	1 day

Change Order Request No.30

All Schools – Add reinforcement, anchors, wall ties, and additional framing at the interior walls at each side of the corridor closest to the midpoint of the building, as required to create a shear wall condition, in order to brace the exterior wall and roof structure laterally, in accordance with the recommendation of Charles Ladner, P.E. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$15,462.16
Days Requested:	ADD	10 days

Change Order Request No.31

Iowa High School & LeBleu Settlement Elem. School – Add Simpson H10 truss tie-down anchors at 2 schools with top plate anchor bolts installed at 4'-0" o.c., as originally detailed, in accordance with the recommendation of Charles Ladner, P.E. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$5,325.98
Days Requested:	ADD	4 days

Calcasieu Parish School Board
 Classroom Pods - Phase X
 Change Order No.3 - Recap
 CEH Project # 1715
 September 1, 2017
 Page 3 of 3

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 Granted</u>
August, 2017	26 days	(5 days)	21 days

Amount Requested:	ADD	\$0.00
Days Requested:	ADD	21

Total Contract Amount modification recommended for Change Order No. 3	ADD	\$46,070.53
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Total Contract Time modification recommended for Change Order No. 3	ADD	43 days
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12. B.

CHANGE ORDER

Change Order No.: **04**
Date: **September 8, 2017**
Contract Date: **April 24, 2017**

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

Project No.: **Calcasieu Parish School Board - Project No. 201705Pc
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 in this Contract:
(Attach Itemized Breakdown)

The Original Contract Sum	\$13,495,000.00
Net Change by Previous Change Order	<u>\$300,036.67</u>
Contract Sum Prior to this Change Order	\$13,795,036.67
Contract Sum will be <u>increased</u> by this Change Order	<u>\$144,407.87</u>
New Contract Sum Including this Change Order	\$13,939,444.54

Contract Time will be increased by: **25 days**
Revised Contract Completion Date: **August 4, 2019**

RECOMMENDED

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

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

By: _____

Dated: _____

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: _____



Bell City High School – In lieu of the sewer routing and tie-in originally indicated, provide a new 8" sewer line with (4) manholes from the new (and future) pod location(s) at the North side of the campus to the existing sewer treatment plant at the Southwest corner of the campus. This change is necessary due to the condition of the existing sewer line, which has been determined

**Calcasieu Parish School Board
Classroom Pods - Phase X
Change Order No.4 - Recap
CEH Project # 1715
September 8, 2017
Page 2 of 2**

to be an existing clay pipe line, which does not have proper fall, is prone to root intrusion, and frequently stoppages. This change will also make accommodations for the tie-in of the future pod buildings at the South side of the site. (Refer to supporting documentation, attached hereto.)

In lieu of the water line routing and tie-in originally indicated, provide a new 3" water line, tied-in to the new water meter installed by Jeff Davis Water Commission District 4, as part of the Fire Hydrant relocation. This change will also make accommodations for the tie-in of the future pod buildings at the South side of the site. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$65,635.63
Days Requested:	ADD	10 days

**Total Contract Amount modification recommended
for Change Order No. 4**

ADD \$144,407.87

**Total Contract Time modification recommended
for Change Order No. 4**

ADD 25 days

CHANGE ORDER

PROJECT NAME: Prien Lake Elementary Access Road CHANGE ORDER NO: 3
 PROJECT NUMBER: _____ CONTRACT DATE: _____
 CONTRACTOR: Pat Williams Construction LLC CFMS No. _____
 SITE CODE: _____ STATE ID: _____

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

1. Deduction of Asphalt Quantity

The Original Contract Sum	\$251,000.00
Total Changes by Previous Change Order(s)	\$264,829.00
Current Contract Sum	\$515,829.00
Contract Sum will be (increased) (decreased) (unchanged) by this Change Order	(\$3,485.00)
New Contract Sum	\$512,344.00

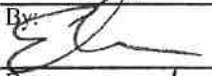
The Original Contract Completion Date and Contract Time.	Date: _____	180 DAYS
Total Time extended by Previous Change Order(s)	_____	DAYS
Contract Time will be (increased) (decreased) (unchanged) by this Change Order	_____	DAYS
New Contract Completion Date & Revised Contract Time	Date: _____	180 DAYS

Added Building Area _____ (Sq. Ft.)

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


RECOMMENDED

Designer's Name:
Conner Engineering
 Address:
3200 Vincent Road
Lake Charles, LA 70605

By: 
 Date: 8/15/17

ACCEPTED

Contractor's Name:
Pat Williams Construction, LLC
 Address:
1321 Hodges Street
Lake Charles, LA 70601

By: 
 Date: 8/14/17

APPROVED

Owner
Calcasieu Parish School Board

By: _____
 Date: _____

COMMENTS:

12. D.

RECOMMENDATION OF ACCEPTANCE

TO: Calcasieu Parish School Board
DATED: August 9, 2017
PROJECT NO: GEN Funds 2016-04PC

PROJECT NAME: ACCESS ROAD FOR STUDENT DROP-OFF @ PRIEN LAKE ELEMENTARY

ARCHITECT: Conner Engineering, LLC

CONTRACTOR: Pat Williams Construction, LLC

USING AGENCY/OWNER: Calcasieu Parish School Board

I 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 the point where it can be used for the purpose which was intended. It is recommended that it be accepted.

DATE OF ACCEPTANCE by ARCHITECT: August 7, 2017

CONTRACT DATE OF COMPLETION: August 23, 2017

NUMBER OF DAYS (Overrun) (Underrun): 16 Days

LIQUIDATED DAMAGES PER DAY STIPULATED IN CONTRACT: \$400 / Day

VALUE OF PUNCH LIST (Attach itemized list): \$ 500.00

Was part of the project occupied prior to Acceptance: NA

Portion Occupied: NA (Attach Beneficial Occupancy Forms)

Accepted:



Engineer

For Use By Owner:

I concur in the Acceptance of this project:

CALCASIEU PARISH SCHOOL BOARD

PUNCH LIST ITEMS

Prien Lake Elementary – Access Road for Student Dropoff (2016 – 04PC)

1. Paint Roadway Striping and Turn Arrow (\$500.00)

NAME	POSITION	LOCATION	DATES	ADDITIONAL INFO
RESIGNATIONS				
Kayla Kennedy	Teacher	Henry Heights Elementary	08/11/17	Accepted employment in another district
Victoria Carroll	Paraprofessional	W.W. Lewis Middle	08/14/17	Personal reasons
Jennifer Childs	Custodian	St. John Elementary	09/01/17	Relocating
Nancy Norman	Teacher	Department of Special Services	08/01/17	Seeking other employment
Ann Ragsdale	Teacher	LeBleu Settlement Elementary	08/09/17	Personal reasons
Catinna Trahan	Cafeteria Technician	Iowa High	08/11/17	Personal reasons
Samatha Shomaker	Teacher	Ralph Wilson Elementary	08/11/17	Accepted other employment
Samuel Smith	Teacher/Coach	DeQuincy High	08/11/17	Accepted employment in another district
Donna Cardozier	Paraprofessional	Brenda Hunter Head Start	08/10/17	Personal reasons
Nathaniel Perry	Teacher	LaGrange High	08/28/17	Seeking other employment
Carrie Holland	Cafeteria Technician	Gillis Elementary	08/14/17	Personal reasons
Penny Wade	Paraprofessional	Maplewood Elementary	08/14/17	Personal reasons
Wendy Perez	Cafeteria Technician	Vincent Settlement Elementary	08/08/17	Accepted other employment
Christen Waldrop	Teacher	LaGrange High	08/18/17	Relocating
Jessica Provost	Teacher	LaGrange High	08/15/17	Relocating
Wilbert Muniz	Cafeteria Technician	LaGrange High	08/10/17	Personal reasons
Keisha Poullard	Bus Driver	LaGrange High	08/16/17	Seeking other employment
Misty Jones	Paraprofessional	DeQuincy Middle	05/24/17	Personal reasons
Susan Lauderdale	Paraprofessional	Washington Marion High	05/26/17	Personal reasons
Kathryn Booth	Paraprofessional	Sam Houston High	05/25/07	Personal reasons
Cary Chavis	Tutor	Washington Marion High	08/05/17	Accepted other employment
RETIREMENT				
Shelia Washington	Paraprofessional	Nelson Elementary	01/31/18	

Barbara Granger	Programmer / Analyst	MIS	12/31/17	
Pamela Cloar	Program Facilitator	Alternative Programs	08/20/17	
Brenda Andrepont	Teacher	Fairview Elementary	10/01/17	Waive Act 715
Lynette Fisher	School Psychologist	Pupil Appraisal	09/29/17	
MATERNITY LEAVE			Due Date:	
Keisha Henry	Teacher	LCB Academy	8/16/17 - 11/29/17	10/4/17 [B]
Kelly Booth	Teacher	Prien Lake Elementary	8/21/17 - 1/3/17	9/14/14 [B]
Rachelle Foster	Teacher	Vinton Middle	8/8/17 - 9/20/17	7/31/17 [B]
LEAVE WITHOUT PAY				
Carles St. Romain	Paraprofessional	Brenda Hunter Head Start	8/28/17 - 12/31/17	
Amy Andrews	Teacher	Maplewood Elementary	2017-2018	
Shamika Guillory	Cafeteria Technician	S.J. Welsh Middle	2017-2018	
MEDICAL SABBATICAL				
Aprille Daigle	Teacher	Western Heights Elementary	Fall 2017-2018	
Mary Breland	Teacher	Jake Drost Head Start	Fall 2017-2018	Beginning 8/17/17
Laurie Mueller	Teacher	DeQuincy Primary	Fall 2017-2018	
Wendell LeJeune	Teacher	Vinton High	2017-2018	
Honda Brown	Teacher/Coach	DeQuincy Middle	Fall 2017-2018	
Yvonne Reeves	Teacher	Moss Bluff Middle	2017-2018	
Jolene Powell	Teacher	Westwood Elementary	Fall 2017-2018	
Gerry Blalock	Teacher	LCB Academy	2017-2018	

APPROVED - August 23, 2017

