

**DATE, TIME, PLACE OF MEETING**

The Calcasieu Parish School Board met in the Board Room of the Calcasieu Parish School Board, located at 3310 Broad Street, Lake Charles, Louisiana, 70615, on Tuesday, March 11, 2014, at 4:45 p.m. The meeting was called to order by Annette Ballard, President. The prayer was led by Dale Bernard; the Pledge of Allegiance was led by Megan Gaillard, a student at Vinton High School.

**ROLL CALL**

The roll was called by Superintendent Savoy and the following members were present: Joe Andrepont, Annette Ballard, Dale Bernard, Randy Burleigh, Mack Dellafosse, Clara Duhon, Fred Hardy, Bill Jongbloed, Jim Karr, Bryan LaRocque, Jim Schooler, and R. L. Webb.

Absent: Chad Guidry, Billy Breaux, Roman Thompson

**APPROVAL OF MINUTES**

Mr. Andrepont made a motion to approve the Minutes of the CPSB meeting of February 14, 2014 and with a second by Mr. Karr, the motion carried. Mr. Webb made a motion to move items **XII. A&B** to follow item **V. A**. Mr. Burleigh seconded the motion and on a vote, the motion carried.

**PRESENTATIONS**

Eva Savoy, Administrative Coordinator of Gifted/Talented/Advanced Placement/REACH, June Burke, Consultant for Gifted/Talented/Advanced Placement/REACH, and Robert Pete, Administrative Director of High Schools, presented the following AP Scholars:

**AP Exams**

The AP Examinations are administered each year in May and represent the culmination of college-level work in a given discipline in a secondary school setting. Rigorously developed by committees of college and AP high school faculty, the AP Exams test students' ability to perform at a college level. Exams are scored with a range from 1 to 5, with 5 being the highest score a student can achieve.

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

Barbe High School  
Hunter Barnaba

Gurnoor Benipal  
Brooke Bose  
Jordan Caldwell  
Matthew Carroll  
Madison Claudel  
Taylor Derouen  
Garik Docking  
Trevor Duhon  
Ryan Gilchrist  
Samuel Guillory  
Brant Jones  
Jehyung Kim  
Dallas Lauderdale  
Meaghan Mercy  
Alexis Miller  
Haider Mir  
Mazzarie Parker  
Swaroop Rao  
Emilie Rimlinger  
Melissa Shadoin  
Shereen Shah  
Yassara Shaikh  
Brandon Smith  
Sarah Sober  
Owen Sullivan  
Austin Theriot  
Alexis Wilmore

Bell City High School  
Cole Matheson

DeQuincy High School  
Nicholas Devito

LaGrange High School  
Emma Islam  
Traval Shanklin

Sam Houston High School  
Bryce Anderson  
Adam Chase  
Madison Dupont  
William Kreider  
Jaimee McGruder  
Christopher Milanowski  
Liqing Shen  
Aaron Weaver

Sulphur High School  
Tyler Austin

Austin Dupre  
Zackary Hermsen  
Patrick Hill  
Iain Louviere  
John Martin  
Tyler Morgan  
Meghan Prieto

Westlake High School  
Wallace Frelot  
Alex Stahlman

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

Barbe High School  
Darien Boyd  
Shyrece Celestine  
Tyriana Griffin-Nims  
Alex Houser  
Kelly Jeffers  
Thomas Jones  
Lucas Orsot  
Brennan Travis

DeQuincy High School  
Yahor Sukharutski

Sam Houston High School  
Caleb Ardizzzone  
Trent Parker

Sulphur High School  
Brandon Brewer  
Erin Bryson  
Samantha Hill  
Christian Keever  
Sean Laughlin  
Trevor Newton  
Ivy Phillips  
Dawson Pool  
Brittian Qualls

Vinton High School  
Whitney Adams

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

Barbe High School

William Baggett  
Everett Bergstedt  
Laura Bowers  
Daniel Breaux  
Jared Buck  
Carey Camel  
Blane Edwards  
Erika Evans  
Mack Guillory  
Victoria Hayes  
Matthew Hebert  
Katherine Henning  
Christopher Henry  
Bradley Hoogerwerf  
Robert Knox  
Jacqueline Landry  
Andrew Leblanc  
Mark Losey  
Philip Miller  
Allison Mueller  
Graham Ryder  
Tyler Tate

Sam Houston High School

Alexandra Defelice

Sulphur High School

Jacob Dietz

Westlake High School

Claire Like  
Maxwell Reeser

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

Barbe High School

Laura Bowers  
Katherine Henning  
Jacqueline Landry

AP International Diploma: Granted to students who receive scores of 3 or higher on five or more AP Exams in three or more subject areas.

Barbe High School

William Baggett

**EXECUTIVE SESSION**

The board adjourned into Executive Session 5:12 p.m. on a motion by Mr. Webb and a second by Mr. Burleigh; Regular Session resumed on the same motions at 5:30 p.m.

**A.** Case # 2010-1231, 14<sup>th</sup> JDC/Take appropriate action regarding recommendation of settlement

On a motion to approve by Andrepont and a second by Mr. Webb, the motion carried.

**B.** Case #JY11JO142989/Take appropriate action regarding tendering the SIR to ACE

On a motion to approve by Mr. Bernard and a second by Mr. Karr, the motion carried.

**SUPERINTENDENT'S REPORT****Mr. Savoy gave the following report:****VIDEOGRAPHER:**

**Jerard Jack from Washington-Marion**

**1. All board members have received their school population reports, as of February 28, 2014.**

**2. All board members have received their February, 2014 Headstart report:**

- Funded enrollment – 450 – Actual Enrollment – 456
- Waiting List – 143 - Disabilities – 28 and 29 additional evaluations in process
- Families and children will participate in Kids Zone at the Black Heritage Festival
- Recruitment for 2014 – 2015 – 412 applications received – Recruitment is ongoing
- Mental Health consultant continues to make visits and provide strategies to assist teachers and families.

**3. Continuing with our renewed efforts to keep the Board informed on financial matters, I would like to report our current sales tax numbers for our general fund show February, 2014 collections at \$49,208.00 under budget for the month. For the 2013-2014 year, collections are \$1,478,188 over budget. Collections for the first eight months of the year are \$1,136,721 over the same eight months last year.**

**4. Congratulations to Kimmy Smith, Librarian at LaGrange.... She has been named a STAR Discovery Educator by Discovery Education.**

**5. Our Winter Edition of Share is available online and a copy will be mailed to all board members later this week.**

**6. Tony McCardle Principal at Frasch Elementary, has been named *American Legion District Educator of the Year!* His hard work, dedication, and leadership skills are evident everyday, which provides the basis for this recognition. He will go on to compete at the state level against educators from the seven other districts in Louisiana. Congratulations on such a great honor we are so proud of you!**

## **COMMITTEE REPORT**

### **Employee Benefits Committee, February 24, 2014**

Billy Breaux, *Chair*

### **Mr. Dellafosse gave the following report:**

The Calcasieu Parish School Board Employee Benefits Committee met in the Board Room at 3310 Broad Street, Lake Charles, Louisiana, on Monday, February 24, 2014, at 4:45 p.m. The meeting was called to order by Billy Breaux, Chairman. Fred Hardy gave the invocation and Karen Bryant led the Pledge of Allegiance.

The roll was called with a quorum being present. The following committee members were in attendance; Billy Breaux, Chairman; Dale Bernard, Diane Bagwell, Karen Bryant, Wayne Foster, Mike Hill, John Collins, Mary Margaret David, Hattie White, Suzanne Heath, Carolyn Touns, and Sue Hinchee. Board Members also in attendance were Jim Schooler and Fred Hardy.

Mr. Breaux called the meeting to order and informed the committee of the agenda items the Blue Cross renewal and the Crescent Dental renewal.

Ms. Skylar Giardina introduced Ms. Kathy Sonnier, Account Executive with Blue Cross Blue Shield of Louisiana, for presentation of the group health insurance renewal for the policy year May 1, 2014 - April 30, 2015.

Ms. Sonnier's presentation included renewal history, a financial overview and claims analysis of the group's health insurance plan, the network's report card & member cost share, and Affordable Care Act's (PPACA) impact to the plan. The following data is based on overall claims utilization for the time period of (May – January). Overall claims utilization stayed basically flat from the previous year. The average net claims per contract per month for 2012/2013 was \$655.53 and \$649.38 for 2013/2014. The health plan added 28.44 more contracts with 9,007 members covered under 5,177 contracts. The member cost share has increased from 2.8% in 2012/13 to 3.8% in 2013/14. The average covered age is 56.6 with 81.6% being female. The Rx drugs increased \$1,078,987 over last year. The drug utilization increased \$17.36 per contract average per month. The new class of drugs oral oncology and generic contraceptives now being covered at 100% with no co pay (previously excluded) has contributed to the increase. The plan changes that were made May 2013 which included increasing the deductible for the high plan to \$750, increasing office visit copays to \$30, along with the redesigning of the low option to a high deductible health plan are the main factors that attributed to overall claims leveling off. It should be noted we were trending at 12% only one year ago.

Ms. Sonnier discussed both the financial cost and added benefits that has impacted our plan through implementing the Affordable Care Act.

**2013/2014 Renewal –**

Implemented the required plan change which included women's preventive services (including contraceptives) and other additional wellness benefits that paid at first dollar increased the cost to the plan \$959,245. This cost was passed along to the group. PPACA also required CPSB to pay a Patient Centered Outcomes Research (PCORI) Fee. The fee for 2013 was \$1/belly button which was \$18,906. This fee was absorbed by the Health Insurance Fund. (i.e. not passed to group through increase in premiums). Total cost for implementing PPACA in 2013 was \$968,151.

**2014/2015 Renewal –**

The cost of PPACA Preventive & Wellness Services is estimated to cost the plan \$1,081,827. The PCORI fee is \$2/belly button for 2014 which totals \$18,014. This cost will be passed along to the group through premium increase. Effective 2014, the PPACA also requires a Transitional Reinsurance Fee which is \$63/belly button. This cost of \$567,441 will be absorbed by the Health Insurance Fund surplus (i.e. not passed to the group through increase in premiums). Lastly, also effective in 2014, PPACA now requires the plan to aggregate the out of pocket maximums. This added an additional cost to the plan of \$686,623. This cost was passed down to the group through premium increase. If the plan sets Agg OOP at \$2,350, the total cost of PPACA for 2014 is estimated to be \$2,353,905.

Ms Sonnier explained the financial impact to both the employee and the plan by aggregating the Out of Pocket.

For an employee: \$750 deductible, \$100 prescription deductible, co-insurance, office visit copays and prescription copays will now count towards the Aggregated Out of Pocket. Previously, only co-insurance counted towards out of pocket and copays were endless. This will in essence shift cost from employee to the plan. We estimate if the plan sets the Aggregate OOP to \$2,350, it will add an additional \$683,623 to the plan's claims cost. If the plan sets the Aggregate OOP to \$3,000 it will add an additional \$264,152 to the plan. Ms. Sonnier concluded her remarks by announcing a 6% increase rate increase. The final negotiated renewal rate Option 1 - 6% OOP max \$2,350 or Option 2 - 5% OOP max \$3,000 per individual. After discussions, a motion was made by Sue Hincee for Option 2, seconded by Karen Bryant. The motion passed with a 12 to 3 vote.

A 5% discount off the employee only premium is still available to all actives and Retirees who fulfill the requirements of Preventive Care Incentive.

Ms. Skylar Giardina introduced Mr. Richie Gregory of Regions Insurance for presentation of Crescent's renewal for dental coverage renewing May 1, 2014, - April 30, 2015.

Mr. Gregory explained to the committee the renewal with Crescent would increase by 9.35% or Option 2 with MetLife the dental premium would decrease -5.28%. The current dental premium for an employee is \$28.29, the renewal with Crescent would be \$30.94 or \$26.80 with MetLife. A motion was made by Jim Schooler, seconded by Mike Hill and passed unanimously to accept the group dental renewal Option 2 with MetLife for the CPSB.

There being no further business, a motion to adjourn was made by Jim Schooler and seconded by Mike Hill and passed unanimously at 6:15 p.m.

Skylar Giardina  
Secretary

**Budget and Fiscal Management Committee, February 25, 2014**

Jim Schooler, *Chair*

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

The Calcasieu Parish School Board Budget/Fiscal Management Committee met at 5:53 p.m., Tuesday, February 25, 2014 in the Board Room, 3310 Broad Street, Lake Charles, Louisiana. A quorum was present.

Present: Jim Schooler - Chairman, Bill Jongbloed - Vice Chairman, committee members Joe Andrepont, Billy Breaux, Mack Dellafosse, Clara Duhon, Chad Guidry, Fred Hardy, James Karr, Bryan LaRocque, Roman Thompson and Secretary, Karl Bruchhaus. Other Board members present were Annette Ballard, Randy Burleigh, Dale Bernard and R.L. Webb.

Mr. Schooler called the meeting to order.

Mr. Bruchhaus presented the Single Audit Report for the year ended June 30, 2013. Findings involving inadequate controls over transportation work orders and supplemental/overtime pay in addition to management recommendations for contract administration, supplemental pay, maintenance department contract work, and the investment policy were reviewed with the committee.

Then, Mr. Bruchhaus presented the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2013. The General Fund had a total ending fund balance of \$46,349,614, with \$8,122,739 reserved and designated funds, and \$38,226,875 (13.4%) unreserved and undesignated funds.

The School Board received an unqualified clean audit opinion with good accountability for funds and reporting efficiency. The Comprehensive Annual Financial Report will be presented to the Government Finance

Officers Association and the Association of School Business Officials for national awards. The report has received certificates of excellence in financial reporting from the Association of School Business Officials for the past 30 years and certificates of achievement for excellence for the past 25 years from the Government Finance Officers Association.

On motion by Mr. Hardy, seconded by Mr. Webb and approved, the 2012-2013 Single Audit Report and the Comprehensive Annual Financial Report were approved as presented.

The next item presented was the Head Start Program Governance Training by Dr. Joseph A. Guillory, Head Start Consultant. Dr. Guillory complimented the School Board for their support of the Head Start program in Calcasieu Parish and on how well the monitoring went for the Head Start Program. The Shared Program Governance is a collaborative effort to



enhance the delivery of all Head Start services for the Calcasieu Parish School Board by the Governing Board, Policy Council, Director of Head Start and Staff. The objective of the program is to ensure that each grantee has an established policy council and a governing body that shares responsibility for overseeing the delivery of high quality services to children and families in accordance with the Head Start legislation, regulations, and policies.

On motion by Mr. Hardy seconded by Mrs. Duhon and approved, it was recommended that the Calcasieu Parish School, grantee and governing body of the Head Start Program, be responsible for meeting the requirements of Performance Standard 1304 and make decisions to improve the Head Start Program in conjunction with the Policy Council.

Mr. Bruchhaus then presented the teacher supply allocation. Staff recommended a \$100 teacher classroom supply allocation for the 2013-2014 year. The \$250,000 one-time appropriation is included in Budget Revision #2 to the 2013-2014 General Fund Budget.

On motion by Mr. Burleigh seconded by Mr. Webb and approved, it was recommended that the one-time \$100 teacher supply allocation be approved as presented.

The next item presented was Budget Revision #2 for the 2013-2014 General Fund Budget.

Budget revision #2 for the 2013-2014 General Fund includes Revenues and Other Sources of Funds of \$290,935,546, an increase of \$1,308,221, and Expenditures and Other Uses of Funds of \$292,262,048, an increase of \$1,762,781, over revision #1. Budget revision #2 projects a current deficit of \$1,326,502 resulting in unreserved/undesignated fund balance of \$36,900,373 or 12.68% of projected revenues.

On motion by Mr. Burleigh seconded by Mr. Andrepont and approved, it was recommended that Budget Revision #2 for the 2013-2014 General Fund Budget be approved as presented.

Next, Mr. Bruchhaus presented the General Fund budget outlook. With an anticipated shortfall of \$10,000,000, the board previously approved savings with reductions in para-professional positions, testing, athletic/school activity insurance, and maintenance. Other savings occurred with the Director of School Improvement position not being filled, and the school consolidation of Reynaud Middle School bringing the balance to \$6,586,585. Other anticipated items were an increase in MFP for a 2.75% growth factor, reduction in Worker's Compensation costs and staffing adjustments through attrition which brought the remaining balance to \$2,968,585. The Superintendent recommended balancing the budget shortfall of \$2,968,585 from the General Fund Reserves.

On motion by Mr. Karr, seconded by Mr. Burleigh and approved, the recommendations of staff to balance the 2014-2015 anticipated budget were approved as presented.

Then, Mr. Bruchhaus presented a request by Mr. Thompson for the history of textbook purchases and implementation. There was much discussion concerning textbooks and their

alignment with Common Core. This was for informational purposes only and no action was taken.

The last item presented was a request by Mr. Karr to allocate riverboat dollars to the construction of a new T & I Welding Shop at Starks High School. The welding program at Starks has a long history of providing job ready graduates that are able to enter the job market with a high success rate. The shop is in a state of disrepair with flooding and outdated ventilation. The Board has a history of using Riverboat Funds on T & I Projects at both Westlake and LaGrange T & I facilities.

On motion by Mr. Karr, seconded by Mr. Burleigh and approved, it was recommended to allocate \$600,000 in riverboat proceeds to the construction of a new T & I Welding Shop at Starks High School to be bid as a separate project.

Mr. Jongbloed made an amendment to the motion to add air conditioning to the S. J. Welsh gym and overlay the Barbe and LaGrange High School track. After much discussion Mr. Jongbloed withdrew his amendment.

A question was called by Mr. Andrepont. It was approved unanimously by a vote of the board.

Mr. Schooler called for a roll call vote. The motion passed 13 to 2. Those in favor were Mr. Schooler, Mr. Jongbloed, Mr. Andrepont, Mr. Breaux, Mr. Guidry, Mr. Hardy, Mr. Karr, Mr. Thompson, Ms. Ballard, Mr. Bernard, Mr. Burleigh, Mr. LaRocque, and Mr. Webb. Those opposed were Mr. Dellafosse and Mrs. Duhon.

There being no further business to discuss, on motion by Mr. Andrepont and seconded by Mr. Webb the committee adjourned the meeting at 7:48 p.m.

Karl Bruchhaus  
Secretary

### **Superintendent Search Committee, February 19, 2014**

R.L. Webb, *Chair*

The Superintendent Search Committee of the Calcasieu Parish School Board met in the Board Room located at 3310 Broad Street, Lake Charles, Louisiana, 70615, on Wednesday, February 19, 2014, at 4:45 p.m. The meeting was called to order by R.L. Webb, Chair. The prayer was led by Annette Ballard; the Pledge of Allegiance was led by Randy Burleigh.

### **ROLL CALL**

The roll was called by Attorney Greg Belfour and the following committee members were present: Randy Burleigh, Mack Dellafosse, Clara Duhon, Chad

Guidry, Bill Jongbloed, R. L. Webb.

Mr. Andrepont was absent.

Other Board Members present: Annette Ballard, Dale Bernard, Jim Schooler, Roman Thompson.

Mr. Hardy arrived after the roll was called.

**TAKE APPROPRIATE ACTION**

**Discuss and take appropriate action on protocol for selection of Superintendent**

**A. Prepare Template (Time Line and Tasks)**

**B. Determine Minimum Qualifications and List Superintendent's Responsibilities**

***1. Bulletin 746, Sections 709 and 747***

**a. Type A Certificate or Level 3 Certificate**

**b. Out of State Certificate, Section 725**

***2. Bulletin 741, Section 505***

**a. Determine minimum qualifications for a Superintendent who does not meet requirements of B.1 above**

**b. Example: You may choose to require a minimum of ten (10) years of "central office" administrative experience in a school system, a history of supervisory responsibility regarding significant aspects of school operations or curriculum, and a history of experience in supervision of personnel**

**c. If this option is chosen, the Board should consider suspending**

**i. Portion of Plan A on Superintendent qualifications**

**ii. Portion of Calcasieu Parish School Board Policy CEC on qualifications**

Mr. Schooler made a motion to accept the following minimum qualifications, with a second by Mr. Jongbloed.

Per Bulletin 746, Sections 709 and 747:

a. Type A Certificate or Level 3 Certificate

b. Out of State Certificate, Section 725 or

Per Bulletin 741, Section 505:

a. A minimum of ten (10) years of “central office” administrative experience in a school system, a history of supervisory responsibility regarding significant aspects of school operations or curriculum, and a history of experience in supervision of personnel.

Regarding the term “central office”, Mrs. Duhon said, “she was concerned with that term and she would like to have something educational or something like central office administrative experience in the school system, rather than just central office.” She said, “she would like to have educational added to the central office administrative experience.” After questioning from Mr. Webb, she replied that, “it was ok to leave the central office in there, but to add educational with it.” Mr. Webb clarified her request, asking, “if she meant to have it read a minimum of ten (10) years of “central office” administrative experience in a school system or educational experience, a history of supervisory responsibility regarding significant aspects of school operations or curriculum, and a history of experience in supervision of personnel.”

She replied that, “she would choose to require a minimum of ten (10) years of educational central office administrative experience in a school system.” She said, “central office does not identify anything, but educational does,” but she said, “use of the term central office is ok, but she wants the word educational to go along with the term central office.”

Mr. Webb replied, “that it would exclude anyone other than educational people from applying, which was not the intent of the motion by Mr. Schooler and it would defeat the purpose of Bulletin 741.” Mr. Hardy stated that, “using the term central office would eliminate anyone who has not worked in the central office and the term is not needed.” A motion was never made on the previous discussion.

After much discussion and on a roll call vote, the motion by Mr. Schooler and seconded by Mr. Jongbloed carried.

**For:** Mrs. Ballard, Mr. Bernard, Mr. Guidry, Mr. Hardy, Mr. Jongbloed, Mr. Schooler, Mr. Webb

**Against:** Mr. Burleigh, Mr. Dellafosse, Mrs. Duhon, Mr. Thompson

Mr. Schooler, with a second by Mr. Jongbloed, made a motion to suspend the portion of Plan A on Superintendent qualifications, Policy CEC on qualifications, and Policy CEA on qualifications. On a vote, the motion passed. There were two nay votes.

### **C. Establish Salary Range**

Teri Johnson, representing CFT, addressed the board.

After much discussion, Mr. Schooler made a motion, with a second by Mr. Hardy, to, “set the salary base at no more than \$150,000, plus existing benefits.” Mr. Webb read the motion as, “advertising for the superintendent’s salary range

to be \$150,000, plus existing benefits.” Mrs. Duhon asked that, “any future pay raises be based on performance.” Mr. Dellafosse asked that, “the procedure for future negotiated pay raises be discussed at a later date.” On a vote, the motion carried.

**D. How is the Search to be Conducted?**

*1. Will “consultants” be utilized?*

**a. Chamber of SWLA**

**b. McNeese State University**

**c. Other consultants**

**d. Will consultant prepare profiles of candidates?**

Mr. Webb stated that McNeese had previously sent out a questionnaire to, “lots of people and they compiled that questionnaire and that information is in the binder. The survey answers were compiled and CPSB paid the mailing expenses for their help.” Mr. Webb asked that, “the board consider utilizing McNeese State University and the Chamber of SWLA, the Alliance, to help in this endeavor,” and then he asked for a motion to allow them to help us. Mrs. Duhon made a motion to, “contact the Alliance and MSU to see if they would be willing to work with us in the recruitment of our superintendent.” Mr. Jongbloed seconded the motion.

Mr. Dellafosse asked for clarification on, “what we were asking them to do.” Mr. Webb replied that, “he wanted them to help us formulate things that they and the community are looking for, for community input. They would send out questions and then compile the answers to help us.”

On a motion to utilize the Chamber SWLA and MSU in helping us get community input in the search for the superintendent, the motion carried.

*2. Will Calcasieu Parish School Board prepare notices and advertisements?*

**a. Geographic area for paper advertisements**

**i. National publications**

**ii. South U.S. Region**

**iii. Louisiana, Texas, Arkansas, Mississippi**

**Iv. Louisiana, LSBA**

**v. Calcasieu Parish School Board circular**

**b. Electronic publications**

**i. Create separate web page**

**ii. Calcasieu Parish School Board web site and circular**

**iii. Web site of national/state educational organizations**

*3. Approve contents of advertisements/notices*

**a. Prepare “Notice” contents, e.g. salary range, initial term of contract, school system size, responsibilities of Superintendent, required minimum qualifications**

*4. Budget for search/consultant costs/expenses*

On a motion by Mr. Dellafosse and a second by Mr. Guidry to have Dr. Abshire and Kirby Smith bring back a report at the next committee meeting regarding the preparation of notices and advertisements, the motion carried.

**E. What Background and Qualification and Verification Methods Will be Used?**

*1. How many candidates or at what stage of the selection process will checks be made?*

*2. Consultants*

*3. Calcasieu Parish School Board staff*

*4. Criminal background checks*

*5. Educational background checks*

*6. Develop application form*

**a. Authorization for criminal background checks**

**b. Copy of driver’s license**

**c. Authorization for credit/financial checks**

**d. Authorization for education checks**

**e. Other needed information**

*7. Who will “screen” the applications regarding meeting minimum qualifications?*

*8. When will Calcasieu Parish School Board be given names of applicants, copies of resumes, results of background checks, and applicant profiles?*

On a motion by Mr. Dellafosse and a second by Mrs. Duhon, the motion carried to have the top five applicants submit to the following, as well as any other needed information, with input from the CPSO and McNeese.

Criminal background check

Financial and credit check

Digital Footprint check

Ethics Violation check

Education check

**F. Consider Public Input on Goals and Objectives of the District in the Selection of a New Superintendent and on Important Characteristics and Personality Traits of the New Superintendent**

*1. McNeese State University assistance*

*2. Chamber of Commerce assistance*

*3. Notice to community and educational groups*

**a. Who will send notices?**

**b. Who will collect and compile data for presentation to Calcasieu Parish School Board?**

**Superintendent Search Committee, February 25, 2014**

R.L. Webb, *Chair*

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

The Superintendent Search Committee of the Calcasieu Parish School Board met in the Board Room located at 3310 Broad Street, Lake Charles, Louisiana, 70615, on Tuesday, February 25, 2014, at 4:45 p.m. The meeting was called to order by R.L. Webb, Chair. The prayer was led by R.L. Webb; the Pledge of Allegiance was led by Jim Schooler.

**ROLL CALL**

The roll was called by Attorney Greg Belfour and the following committee members were present: Joe Andrepont, Randy Burleigh, Mack Dellafosse, Clara Duhon, Chad Guidry, Bill Jongbloed, R. L. Webb.

Other Board Members present: Annette Ballard, Dale Bernard, Billy Breaux, Fred Hardy, Jim Karr, Bryan LaRocque, Jim Schooler, and Roman Thompson.

Mr. Webb thanked Dr. Abshire, Kirby Smith, and Mr. Belfour for their hard work putting the information packet together.

**TAKE APPROPRIATE ACTION**

Discuss and approve the method of advertising/publishing for the position of Superintendent

Dr. Abshire presented the following:



## CPSB Superintendent of Schools Notices and Advertisements

1. Official Notice
2. Listing Flier
3. Application
4. Sample AASA Ad
5. Sample Print Ad
6. Ad Placements, Quotes & Schedule



CALCASIEU PARISH SCHOOL SYSTEM  
3310 Broad Street  
P.O. Box 800  
Lake Charles, Louisiana 70602-0800

# ANNOUNCING VACANT POSITION

Circular No.: 14-XX

Title: Superintendent of Schools

Position Location: Calcasieu Parish  
Lake Charles, LA

Position Qualifications: Must possess the \*qualification as fixed by  
the Calcasieu Parish School Board.

Salary: Minium negotiable salary is \$150,000. The Board  
may offer a contract, which does not extend beyond  
Dec. 31, 2016.

Application Deadline: May 1, 2014 by 4:30 p.m.

How to Apply: Submit the Application Form for Position of Superintendent, copy of superintendent certification (if applicable) and a brief resume to Gary Anderson, Assistant Superintendent, Calcasieu Parish School Board, 3310 Broad St, Lake Charles, LA 70615. All applications must be hand delivered or submitted by registered or certified mail.

\*Application and qualifications may be obtained through the district's website at [www.cpsb.org/superintendentsearch](http://www.cpsb.org/superintendentsearch). Additionally, the applications and qualifications may be obtained on weekdays between 8:00 a.m. and 4:30 p.m. by contacting the district's Human Resources Department; 337-217-4040 ext. 2000.

Position Announced By: Calcaiseu Parish School Board

p.c. Board Members  
Staff Members  
Principals

***EQUAL OPPORTUNITY EMPLOYER***

## Calcasieu Parish School District



The Calcasieu Parish School Board is seeking an exceptional leader to serve as

# SUPERINTENDENT OF SCHOOLS

Located in Southwest Louisiana, this rural, suburban, urban community of approximately 200,000 prides itself on advancing progressive education. Our 33,000+ student school district is committed to educational excellence and the success of every student as demonstrated by the district's exceptional performance scores.

### Qualifications

(See [www.cpsb.org/superintendentsearch](http://www.cpsb.org/superintendentsearch) for minimum qualifications. )

The Board of Education has determined that the successful candidate will be:

- ♦ An administrator with a proven track record of empowering students and teachers to raise expectations and achievement
- ♦ A collaborative leader who is open, accessible and approachable for students, staff, parents and the community at large; who sustains visibility in the community and at school activities
- ♦ An administrator with outstanding communication skills who is transparent in all dealings with staff and community
- ♦ A problem solver whose work is characterized by systems thinking with experience in long-term/short-term strategic planning/budgeting and personnel/facilities management

### Salary

The Board may offer a contract term which does not extend beyond December 31, 2016.  
Minimum negotiable salary is \$150,000.

### Application Deadline:

Online applications will be accepted until April 10, 2014. All applications will be subject to public review and inspection.

### Download Application:

[www.cpsb.org/superintendentsearch](http://www.cpsb.org/superintendentsearch)

Additionally, applications and qualifications may be obtained on weekdays between 8:00am and 4:30pm by contacting the district's Human Resources Department, 337-217-4040 ext. 2000.

### More Information:

To learn more about the Calcasieu Parish Public Schools, please go to [www.cpsb.org](http://www.cpsb.org).



*An Equal Opportunity Employer*

**CALCASIEU PARISH SCHOOL BOARD  
SUPERINTENDENT APPLICATION FORM  
3310 Broad Street  
Lake Charles, Louisiana 70615**

Please read the application form carefully and provide complete and accurate information. Your signature certifies that you have done so and that all information provided is true, complete and correct.

1. **Minimum Qualifications.** On or before the application deadline of May 1, 2014, applicants must meet qualifications listed in Bulletin 746 Louisiana Standards for State Certification of School Personnel, Section 747, or Section 725, Out of State Certificate of eligibility (certified by Department of Education), or

Must have a minimum of ten (10) years of "central office" administrative experience in a school system, and a history of supervisory responsibility regarding significant aspects of school operations or curriculum, and a history of experience in supervision of personnel.

2. Applications must be received on or before 4:30 p.m. May 1, 2014.

Address applications to Gary Anderson, Assistant Superintendent, Calcasieu Parish School Board, 3310 Broad Street, Lake Charles, Louisiana 70615  
The application must be hand delivered or sent by registered or certified mail.

3. Include with your application your resume and copies of documents which evidence that you meet the minimum qualifications.

Your resume must include the following at a minimum:

- a. Complete educational and work histories
  - b. Brief description (e.g. size and budget) of present or most recent school system where you are/were employed
  - c. Educational and other certifications
  - d. Professional and civic affiliations, accomplishments, and positions held
  - e. A brief summary of your philosophical views regarding public education on the elementary and secondary level
4. All applications are public records, although private information such as social security numbers, and driver's license will not be released.
  5. The Board will request background information on applicants who must authorize release of information to the Calcasieu Parish School Board concerning credit, financial, criminal, ethics, educational and work history information.
  6. Applicants selected for interviews will be notified as to time and place of interviews.

7. If selected as Superintendent you must submit fingerprints for a background check per La. R.S. 17:15 and La. R.S. 15:587.1.
  8. Calcasieu Parish School Board is an EQUAL OPPORTUNITY EMPLOYER.
-

APPLICATION  
FOR  
POSITION OF SUPERINTENDENT  
CALCASIEU PARISH SCHOOL BOARD

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE NUMBERS Work: \_\_\_\_\_ Home: \_\_\_\_\_

Cell: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PRESENT POSITION: \_\_\_\_\_

ENROLLMENT OF YOUR PRESENT SCHOOL DISTRICT: \_\_\_\_\_

Has any school system ever terminated your employment? If so, please explain.

\_\_\_\_\_  
\_\_\_\_\_

List All Felony and Serious Misdemeanor Convictions and Pleas: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

---

**PERSONAL DATA:**

(The following information will not be released as part of the public record.)

Full Name

Last	First	Middle Initial
Social Security Number: _____		
Drivers License Number and State Issued: _____		
Date of Birth (Used for identification purposes only): _____		
Current Mailing Address: _____		
_____		
Telephone Numbers Work: _____		
Cell: _____		
Home: _____		
Personal Email Address: _____		
Social Media Accounts		
Facebook URL:	_____	
Twitter Handle:	_____	
Linked In URL:	_____	
Other:	_____	

Initial:

I, \_\_\_\_\_, do hereby attest that the information in my application is true and correct.

I, \_\_\_\_\_, do hereby grant my permission to all present and former employers, references, and law enforcement agencies to release to the Calcasieu Parish School Board and its officers, all criminal histories, evaluations and all other verbal and written information in their possession which pertains to me.

I, \_\_\_\_\_, do hereby certify that a photocopy of this document shall serve as an original for the purpose of releasing information to the Calcasieu Parish School Board and its administrative officers.

I, \_\_\_\_\_, do hereby understand that this document is an application *only* and that the completion hereof does not imply or state a condition of future employment.

I, \_\_\_\_\_, hereby confirm that I have never committed any acts that resulted in an investigation by a previous employer or law enforcement agency relating to or involving sexual misconduct with minors or other co-workers.

I, \_\_\_\_\_, authorize the disclosure of information from any current or previous employer of mine, if such employer is/was a city, parish, or other local school board, relative to all instances of sexual misconduct with students or employees committed by me, if any. I expressly give consent for the release of such information from any school employee, and/or teacher personnel file maintained with respect to me. I release and hold harmless my current or previous employer, if employer is/was a city, parish, or other local school board, and any employee acting on behalf of such employer from any liability for providing any information relative to all instances of sexual misconduct with students or employees committed by me, if any.

**AUTHORIZATION FOR RELEASE OF INFORMATION**

I, \_\_\_\_\_, do hereby grant the administrators of the Calcasieu Parish School Board my permission to verify the information in my application for the position of Superintendent, the information in my resume, to obtain information about my finances and credit, my education, my prior work and employment, ethics charges and outcomes, criminal history, and I hereby authorize all who have information about my credit (report), finances, education, employment, ethics, and criminal history to release said information to the Calcasieu Parish School Board. This information will be used to evaluate my application for the position of Superintendent.

**AUTHORIZATION TO DISCLOSE CRIMINAL HISTORY RECORDS INFORMATION**

By my signature above I, \_\_\_\_\_, authorize the Louisiana State Police to release all pertinent criminal records information maintained in their files, or the FBI files (if applicable) which may confirm or deny my eligibility with the facility or agency named above.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature



## Sample AASA Online Posting

# Superintendent

<b>Job ID:</b>	XXXXXXXXXXXX	<b>Posted:</b>	March 12 2014
<b>Position Title:</b>	Superintendent	<b>Job</b>	
<b>Company Name:</b>	Calcasieu Parish School Board Lake Charles, Louisiana	<b>Function:</b>	Superintendent
<b>Location(s):</b>	70615, United States.	<b>Entry</b>	
		<b>Level:</b>	No

### APPLY FOR THIS JOB

Contact Person:

Email Address:

Apply URL: <http://www.cpsb.org/superintendentsearch>

### Job Description

The Calcasieu Parish School Board is seeking an exceptional leader to serve as superintendent of Calcasieu Parish Schools.

Located in Southwest Louisiana, this rural, suburban, urban community of approximately 200,000 prides itself on advancing progressive education. Our 33,000+ student school district is committed to educational excellence and the success of every student as demonstrated by the district's exceptional performance scores.

The Board of Education has determined that the successful candidate will be:

- An administrator with a proven track record of empowering students and teachers to raise expectations and achievement
- A collaborative leader who is open, accessible and approachable for students, staff, parents and the community at large; who sustains visibility in the community and at school activities
- An administrator with outstanding communication skills who is transparent in all dealings with staff and community
- A problem solver whose work is characterized by systems thinking with experience in long-term/short-term strategic planning and budgeting, and personnel and facility management

The Board may offer a contract, which does not extend beyond Dec. 31, 2016. Minimum negotiable salary is \$150,000.

Applications will be accepted until May 1, 2014. All applications will be subject to public review and inspection.

Instructions for application and qualifications are available at [www.cpsb.org/superintendentsearch](http://www.cpsb.org/superintendentsearch)

An Equal Opportunity Employer





### Ad Placements, Quotes and Schedule

National Listing Outlets	Cost
The School Superintendents Association (AASA) + K12 Job Board Network: 30-day job listing on AASA website, Benjamin Banneker Assoc., Mercy Academy, Mississippi School Boards Assoc., National Assoc. of Elementary School Principals (includes middle school educators), and North Carolina School Boards Assoc.	\$550.00
National Association of Secondary School Principals: 30-day job listing on the NASSP Career Center Job Board	FREE
Louisiana Listing Outlets	
Louisiana Association of School Executives/Superintendents: 30-day job listing on LASE/LASS website	FREE
Louisiana School Board Association: Listing posted as a release under the LSBA website's "News" section	FREE
Lake Charles American Press: Two Saturday/Sunday appearances	\$115.74
Baton Rouge Advocate: One Sunday appearance + one week online (Advocate's website)	\$168.76
New Orleans Times-Picayune: One Sunday appearance + one week online	\$1,611.67
Lafayette Daily Advertiser: One Sunday appearance + 30 days online*	\$1,800.00
Shreveport Times: One Sunday appearance + 30 days online*	\$883.00
Monroe News Star: One Sunday appearance + 30 days online*	\$883.00
Alexandria Town Talk: One Sunday appearance + 30 days online*	\$883.00
	<b>\$6,895.17</b>

\*Ads will appear online at CareerBuilder.com.

\*Two-day runs are an additional \$500 in Lafayette and New Orleans, and \$400 each in Shreveport, Monroe and Alexandria, which would make the total \$9,095.17

\*Running the print ad only in the American Press makes the total \$665.71 for a savings of \$6,229.46 (Minimum legal requirement).

Listing Schedule	Date
30-day postings begins on AASA+K12 Job Network, NASSP, LASB, & LASE/LASS websites	March 12, 2014
Print ads run/30-day online posting begins at CareerBuilder.com: All ads are Sunday runs except for American Press, which is Saturday/Sunday	March 15/16, 2014
Print ad runs in American Press: Saturday/Sunday	March 29/30, 2014
Deadline for applications and position closes	May 1, 2014

**Ad Placements, Quotes and Schedule**

MARCH 2014						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12 Job Opens Online Ads	13	14	15 Print Ads
16 Print Ads	17	18	19	20	21	22
23	24	25	26	27	28	29 Print Ads
30 Print Ads	31					

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1 Job Closes		

During the presentation, the board members discussed the following:

Mr. Andrepont wanted to be sure that everyone understood that this was a draft only, not the final copy, due to it not being ratified by the full board. Dr. Abshire replied that this was a rough draft, with possible typographical errors that would not be in the draft presented at the March 11 board meeting.

Mr. Andrepont and Mr. Dellafosse asked for a list of all applicants and a once a week update, with delivery of to all board members, less the personal information. On a motion by Mr. Dellafosse and a second by Mr. Andrepont, the motion carried to deliver applications to the board on a weekly basis. Mr. Bernard asked that the delivery be not only by email, but also by hardcopy.

Dr. Dustin Hebert and Dr. Faye White, from McNeese State University, and R.B. Smith from the Chamber Southwest, were introduced, as they have agreed to help with a survey to the community to get input from the public regarding what the public feedback is on the qualifications looked for in a new superintendent. The questions for the public that were used previously:

1. What are the overall goals and objectives that you would like for the district?
2. What do you want a new superintendent to accomplish?
3. What personality traits and type of person or criteria would you like to see in the new superintendent?

Mrs. Duhon questioned whether these should be updated.

Mr. Hardy asked that Mr. Anderson's name and phone number show on the advertisement, as it was decided that all applications would deliver to Mr. Anderson.

Questions regarding the term "central office" experience, the date applications would be due, advertising thirty days vs sixty days, advertising budget, whether the questions would be in open or closed session, and the application and interview process will be discussed at the March 11<sup>th</sup> board meeting. Mr. Burleigh asked that Mr. Belfour research the wording in the third paragraph of page 9. Mrs. Duhon asked that all documents always have page numbers for easier access to the information being discussed.

Mr. Andrepont made a motion for staff to report back on estimated costs for additional advertisements in the Baton Rouge Advocate, New York Times, Wall Street Journal, the Chamber of Commerce national website, LinkedIn, and possibly running the ad in color. With a second by Mr. Burleigh, the motion carried.

On a motion by Mrs. Duhon to accept recommendations on this draft, with the changes from this meeting, and a second by Mr. Bernard, the motion carried.

On a motion by Mr. Webb and a second by Mrs. Ballard, the vote carried to have the next committee meeting on March 25, with any questions compiled by the board members for the interview to be turned in to Kirby Smith by March 21.

On a motion to adjourn by Mr. Dellafosse at 5:47, and a second by Mr. Bernard, the motion

carried.

**At the Board Meeting of March 11, 2014, the committee minutes from February 19, 2014 and February 25, 2014 were read by Mr. Webb. The following is action taken on March 11, 2014:**

**Mr. Webb referred to the Revised Advertising Packet:**

# REVISED



## CPSB Superintendent of Schools Notices and Advertisements

1. Official Notice .....	2
3. Listing Flier .....	3
4. Application .....	4-8
5. Ad Placements, Quotes & Schedule .....	9-11
6. Sample AASA Ad .....	12
7. Sample Print Ad .....	13

CALCASIEU PARISH SCHOOL SYSTEM <sup>2</sup>  
3310 Broad Street  
P.O. Box 800  
Lake Charles, Louisiana 70602-0800

**ANNOUNCING VACANT  
POSITION**

Circular No.: 14-XX

Title: **Superintendent of Schools**

Position Location: Calcasieu Parish  
Lake Charles, LA

Position Qualifications: Must possess the \*qualification as fixed by  
the Calcasieu Parish School Board.

Salary: The salary is set at \$150,000 with existing benefits.  
The Board may offer a contract, which does not  
extend beyond Dec. 31, 2016.

Application Deadline: May 1, 2014 by 4:30 p.m.

How to Apply: Submit the Application Form for Position of Superintendent, copy of superintendent certification (if applicable) and resume to Gary Anderson, Assistant Superintendent, Calcasieu Parish School Board, 3310 Broad St., Lake Charles, LA 70615. All applications must be hand delivered or submitted by registered or certified mail.

\*Application and qualifications may be obtained through the district's website at [www.cpsb.org/superintendentsearch](http://www.cpsb.org/superintendentsearch). Additionally, application and qualifications may be obtained on weekdays between 8:00 a.m. and 4:30 p.m. by contacting the district's Human Resources Department; 337-217-4040 ext. 2000.

Position Announced By: Calcasieu Parish School Board

p.c. Board Members  
Staff Members  
Principals

**EQUAL OPPORTUNITY EMPLOYER**

## Calcasieu Parish School District



The Calcasieu Parish School Board is seeking an exceptional leader to serve as

# SUPERINTENDENT OF SCHOOLS

Located in Southwest Louisiana, this rural, suburban, urban community of approximately 200,000 prides itself on advancing progressive education. Our 33,000+ student school district is committed to educational excellence and the success of every student as demonstrated by the district's exceptional performance scores.

### Qualifications

(See [www.cpsb.org/superintendentsearch](http://www.cpsb.org/superintendentsearch) for minimum qualifications.)

The Board of Education has determined that the successful candidate will be:

- ◆ An administrator with a proven track record of empowering students and teachers to raise expectations and achievement
- ◆ A collaborative leader who is open, accessible and approachable for students, staff, parents and the community at large; who sustains visibility in the community and at school activities
- ◆ An administrator with outstanding communication skills who is transparent in all dealings with staff and community
- ◆ A problem solver whose work is characterized by systems thinking with experience in long-term/short-term strategic planning/budgeting and personnel/facilities management

### Salary

The Board may offer a contract term which does not extend beyond December 31, 2016. Salary is set at \$150,000 with existing benefits.

### Application Deadline:

Applications will be accepted until May 1, 2014. All applications will be subject to public review and must be hand delivered or submitted by registered or certified mail.

### Download Application:

[www.cpsb.org/superintendentsearch](http://www.cpsb.org/superintendentsearch)

Applications and qualifications may be obtained on weekdays between 8:00am and 4:30pm by contacting the district's Human Resources Department, 337-217-4040 ext. 2000.

### More Information:

To learn more about the Calcasieu Parish Public Schools, please go to [www.cpsb.org](http://www.cpsb.org).



**Mr. Webb made a motion, on behalf of the committee, to accept the following:**

**Salary**

The Board may offer a contract term which does not extend beyond December 31, 2016.  
Salary is set at \$150,000 with existing benefits.

**Mr. Andrepont made an amendment to the motion, to reflect a change in the advertisement to say minimum salary of \$150,000 and negotiable, based on experience. Mr. Schooler seconded the motion and on a vote, the motion carried.**



**CALCASIEU PARISH SCHOOL BOARD  
SUPERINTENDENT APPLICATION FORM  
3310 Broad Street  
Lake Charles, Louisiana 70615**

Please read the application form carefully and provide complete and accurate information. Your signature certifies that you have done so and that all information provided is true, complete and correct.

1. **Minimum Qualifications.** On or before the application deadline of May 1, 2014, applicants must meet qualifications listed in Bulletin 746 Louisiana Standards for State Certification of School Personnel, Section 747, or Section 725, Out of State Certificate of eligibility (certified by Department of Education), or

Must have a minimum of ten (10) years of administrative experience in a school system, and a history of supervisory responsibility regarding significant aspects of school operations or curriculum, and a history of experience in supervision of personnel.

2. Applications must be received on or before 4:30 p.m. May 1, 2014.

Address applications to Gary Anderson, Assistant Superintendent, Calcasieu Parish School Board, 3310 Broad Street, Lake Charles, Louisiana 70615

The application must be hand delivered or sent by registered or certified mail.

3. Include with your application your resume and copies of documents which evidence that you meet the minimum qualifications.

Your resume must include the following at a minimum:

- a. Complete educational and work histories
  - b. Brief description (e.g. size and budget) of present or most recent school system where you are/were employed
  - c. Educational and other certifications
  - d. Professional and civic affiliations, accomplishments, and positions held
  - e. A brief summary of your philosophical views regarding public education on the elementary and secondary level
4. All applications are public records, although private information such as social security numbers and driver's license will not be released.
  5. The Board will request background information on applicants who must authorize release of information to the Calcasieu Parish School Board concerning credit, financial, criminal, ethics, educational and work history information.
  6. Applicants selected for interviews will be notified as to time and place of interviews.

7. If selected as Superintendent you must submit fingerprints for a background check per La. R.S. 17:15 and La. R.S. 15:587.1.
8. Calcasieu Parish School Board is an EQUAL OPPORTUNITY EMPLOYER.

**APPLICATION  
FOR  
POSITION OF SUPERINTENDENT  
CALCASIEU PARISH SCHOOL BOARD**

APPLICANT INFORMATION					
Name: Last		First		M.I.	
Street Address				Apartment/ Unit #	
City		State		ZIP	
Phone: Work		Phone: Cell			
Phone: Home		E-mail Address			
Current Position					
Enrollment at your present school district					
Has any school system ever terminated your employment? If so, please explain.					
List all felony and serious misdemeanor convictions and pleas.					

PERSONAL INFORMATION: The following information will not be released as part of the public record.				
Name: Last		First		M.I.
Street Address				Apartment/ Unit #
City		State		ZIP
SSN		Driver's License Number/State Issued		
Phone: Work		Phone: Cell		
Phone: Home		Personal E-mail		
Facebook URL		Twitter Handle		
LinkedIn URL		Other Social Media :		

Initial:

I, \_\_\_\_\_, do hereby attest that the information in my application is true and correct.

I, \_\_\_\_\_, do hereby grant my permission to all present and former employers, references, and law enforcement agencies to release to the Calcasieu Parish School Board and its officers, all criminal histories, evaluations and all other verbal and written information in their possession which pertains to me.

I, \_\_\_\_\_, do hereby certify that a photocopy of this document shall serve as an original for the purpose of releasing information to the Calcasieu Parish School Board and its administrative officers.

I, \_\_\_\_\_, do hereby understand that this document is an application *only* and that the completion hereof does not imply or state a condition of future employment.

I, \_\_\_\_\_, hereby confirm that I have never committed any acts that resulted in an investigation by a previous employer or law enforcement agency relating to or involving sexual misconduct with minors or other co-workers.

I, \_\_\_\_\_, authorize the disclosure of information from any current or previous employer of mine, if such employer is/was a city, parish, or other local school board, relative to all instances of sexual misconduct with students or employees committed by me, if any. I expressly give consent for the release of such information from any school employee, and/or teacher personnel file maintained with respect to me. I release and hold harmless my current or previous employer, if employer is/was a city, parish, or other local school board, and any employee acting on behalf of such employer from any liability for providing any information relative to all instances of sexual misconduct with students or employees committed by me, if any.

**AUTHORIZATION FOR RELEASE OF INFORMATION**

I, \_\_\_\_\_, do hereby grant the administrators of the Calcasieu Parish School Board my permission to verify the information in my application for the position of Superintendent, the information in my resume, to obtain information about my finances and credit, my education, my prior work and employment, ethics charges and outcomes, criminal history, and I hereby authorize all who have information about my credit (report), finances, education, employment, ethics, and criminal history to release said information to the Calcasieu Parish School Board. This information will be used to evaluate my application for the position of Superintendent.

**AUTHORIZATION TO DISCLOSE CRIMINAL HISTORY RECORDS INFORMATION**

By my signature below I, \_\_\_\_\_, authorize the Louisiana State Police to release all pertinent criminal records information maintained in their files, or the FBI files (if applicable), which may confirm or deny my eligibility with the facility or agency named above.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

I, \_\_\_\_\_, authorize the disclosure of information from any current or previous employer of mine, if such employer is/was a city, parish, or other local school board, relative to all instances of sexual misconduct with students or employees committed by me, if any. I expressly give consent for the release of such information from any school employee, and/or teacher personnel file maintained with respect to me. I release and hold harmless my current or previous employer, if employer is/was a city, parish, or other local school board, and any employee acting on behalf of such employer from any liability for providing any information relative to all instances of sexual misconduct with students or employees committed by me, if any.

---

<b>Recommended Advertising Plan</b>	
<i>National Listing Outlets</i>	Cost
The School Superintendents Association (AASA) + K12 Job Board Network: 30-day job listing on AASA website, Benjamin Banneker Assoc., Mercy Academy, Mississippi School Boards Assoc., National Assoc. of Elementary School Principals (includes middle school educators), and North Carolina School Boards Assoc.	\$550.00
National Association of Secondary School Principals: 30-day job listing on the NASSP Career Center Job Board	FREE
LinkedIn: 30-day job listing	\$195.00
Monster.com: 30-day job listing	\$375.00
CareerBuilder.com: 30-day job listing	\$419.00
<i>Louisiana Listing Outlets</i>	
Louisiana Association of School Executives/Superintendents: 30-day job listing on LASE/LASS website	FREE
Louisiana School Board Association: Listing posted as a release under the LSBA website's "News" section	FREE
Lake Charles American Press: Two Saturday/Sunday appearances (full-color ad)	\$146.40
Baton Rouge Advocate: One Sunday appearance + 30 days online (Advocate's website & national classified websites) + Web ad (Full-color ad)	\$750.00
	<b>\$2,435.40</b>

<b>Additional Advertising Options</b>	
<i>National Listing Outlets</i>	<b>Cost</b>
<b>The Wall Street Journal:</b> One Sunday appearance; WSJ does not advertise education jobs online (only Tech, Business and Energy jobs)	\$3,904.08
<b>New York Times:</b> One Sunday appearance (black and white)	\$1,229.40
<b>Los Angeles Times:</b> One Sunday appearance (black and white)	\$1,327.09
<b>Houston Chronicle:</b> Two Sunday appearances + One Thursday "Preview" appearance + 30 days online at Monster.com (black and white)	\$1,545+
<b>Chicago Tribune:</b> One Sunday appearance (black and white)	\$1,435.00
<b>St. Louis Post Dispatch:</b> One Sunday appearance + 30 days online at STLToday.com (black and white)	\$710.00
<b>Dallas Morning News:</b> One Sunday appearance + 30 days online at Monster.com (black and white)	\$2,469.00
<b>Arkansas Democrat-Gazette:</b> One Sunday appearance + one week online at jobsarkansas.com	\$305.00
<b>Seattle Times:</b> One Sunday appearance (black and white)	\$1,195.08
<b>Miami Herald:</b> One Sunday appearance (black and white)	\$500.00+
<i>Louisiana Listing Outlets</i>	
<b>New Orleans Times-Picayune:</b> One Sunday appearance + one week online (full-color ad)	\$2,451.76
<b>Lafayette Daily Advertiser:</b> One Sunday appearance + 30 days online* (full-color ad)	\$1,800.00
<b>Shreveport Times:</b> One Sunday appearance + 30 days online* (full-color ad)	\$883.00
<b>Monroe News Star:</b> One Sunday appearance + 30 days online* (full-color ad)	\$883.00

\*Ads will appear online at CareerBuilder.com.

\*Two-day runs are an additional \$500 in Lafayette and New Orleans, and \$400 each in Shreveport, Monroe and Alexandria.



At Committee, Mr. Andrepont, with a second by Mr. Burleigh, made a motion for staff to report on estimated costs for advertisements (see above.)

**At Board, Mr. Webb, on behalf of the committee, made a motion to accept. On a vote, the motion carried.**

**Mr. Andrepont, with a second by Mr. Schooler, offered that the board adopt the following change:**

**To change the Baton Rouge Advocate to three Sundays, strike out the Wall Street Journal, and add the national Chamber of Commerce website.**

**Mr. Webb made a substitute motion to take all of pages 9 and 10, adding the three Sundays to the Baton Rouge Advocate and the national Chamber of Commerce website. Mr. LaRocque seconded the motion. On a vote, the motion carried with two nay votes.**

Listing Schedule	Date
30-day postings begin on AASA+K12 Job Network, NASSP, LASB, & LASE/LASS, Monster.com and CareerBuilder websites	March 12, 2014
Print ads run: Advocate is Sunday only	March 15/16, 2014
Print ads run: Advocate is Sunday only	March 29/30, 2014
Deadline for applications and position closes	May 1, 2014

MARCH 2014						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12 Job Opens Online Ads	13	14	15 Print Ads
16 Print Ads	17	18	19	20	21	22
23	24	25	26	27	28	29 Print Ads
30 Print Ads	31					

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1 Job Closes		

# Sample AASA Online Posting

## Superintendent

12

<b>Job ID:</b>	XXXXXXXXXXXX	<b>Posted:</b>	March 12, 2014
<b>Position Title:</b>	Superintendent	<b>Job</b>	
<b>Company Name:</b>	Calcasieu Parish School Board Lake Charles, Louisiana	<b>Function:</b>	Superintendent
<b>Location(s):</b>	70615, United States.	<b>Entry Level:</b>	No

### APPLY FOR THIS JOB

Contact Person:  
 Email Address:  
 Apply URL: <http://www.cpsb.org/superintendentsearch>

### Job Description

The Calcasieu Parish School Board is seeking an exceptional leader to serve as superintendent of Calcasieu Parish Schools.

Located in Southwest Louisiana, this rural, suburban, urban community of approximately 200,000 prides itself on advancing progressive education. Our 33,000+ student school district is committed to educational excellence and the success of every student as demonstrated by the district's exceptional performance scores.

The Board of Education has determined that the successful candidate will be:

- An administrator with a proven track record of empowering students and teachers to raise expectations and achievement
- A collaborative leader who is open, accessible and approachable for students, staff, parents and the community at large; who sustains visibility in the community and at school activities
- An administrator with outstanding communication skills who is transparent in all dealings with staff and community
- A problem solver whose work is characterized by systems thinking with experience in long-term/short-term strategic planning and budgeting, and personnel and facility management

The salary is set at \$150,000 with existing benefits. The Board may offer a contract, which does not extend beyond Dec. 31, 2016.

Applications will be accepted until May 1, 2014. All applications will be subject to public review and inspection.

Instructions for application and qualifications are available at [www.cpsb.org/superintendentsearch](http://www.cpsb.org/superintendentsearch)

12

An Equal Opportunity Employer



**Mr. Webb asked if the following was the desire of the board regarding qualifications. Mr. Dellafosse made a motion to approve, with a second by Mr. Jongbloed. After much discussion, the question was called by Mr. Karr and seconded by Mr. LaRocque. On a vote, the motion carried. On a roll call vote, the following qualifications were approved.**

1. **Minimum Qualifications.** On or before the application deadline of May 1, 2014, applicants must meet qualifications listed in Bulletin 746 Louisiana Standards for State Certification of School Personnel, Section 747, or Section 725, Out of State Certificate of eligibility (certified by Department of Education), or

Must have a minimum of ten (10) years of administrative experience in a school system, and a history of supervisory responsibility regarding significant aspects of school operations or curriculum, and a history of experience in supervision of personnel.

2. **Applications must be received on or before 4:30 p.m. May 1, 2014.**

**For: Mr. Andrepont, Mrs. Ballard, Mr. Bernard, Mr. Burleigh, Mr. Dellafosse, Mrs. Duhon, Mr. Hardy, Mr. Jongbloed, Mr. Karr, Mr. LaRocque, Mr. Schooler, Mr. Webb**

**Against: None**

At Committee: Mr. Schooler, with a second by Mr. Jongbloed, made a motion to suspend the portion of Plan A on Superintendent qualifications, Policy CEC on qualifications, and Policy CEA on qualifications. On a vote, the motion passed. There were two nay votes.

**On behalf of the committee, Mr. Webb made a motion to accept. A second was not needed and on a vote, the motion carried.**

At Committee, Mr. Webb stated that McNeese had previously sent out a questionnaire to, “lots of people and they compiled that questionnaire and that information is in the binder. The survey answers were compiled and CPSB paid the mailing expenses for their help.” Mr. Webb asked that, “the board consider utilizing McNeese State University and the Chamber of SWLA, the Alliance, to help in this endeavor,” and then he asked for a motion to allow them to help us. Mrs. Duhon made a motion to, “contact the Alliance and MSU to see if they would be willing to work with us in the recruitment of our superintendent.” Mr. Jongbloed seconded the motion.

**Mr. Webb made a motion, on behalf of the committee, to accept. A second was not needed and on a vote, the motion carried. Mr. Webb stated that the Alliance and McNeese have agreed to work with us. The questions, approved by a vote on a motion by Mr. Schooler and second by Mr. Hardy are:**

1. What are the overall goals and objectives that you would like for the district?
2. What do you want a new superintendent to accomplish?
3. What personality traits and type of person or criteria would you like to see in the new superintendent?

At Committee, on a motion by Mr. Dellafosse and a second by Mrs. Duhon, the motion carried to have the top five applicants submit to the following, as well as any other needed information, with input from the CPSO and McNeese.

- Criminal background check
- Financial and credit check
- Digital Footprint check
- Ethics Violation check
- Education check

**Mr. Webb made a motion, on behalf of the committee, to accept. A second was not needed and on a vote, the motion carried.**

At Committee, Mr. Dellafosse, with a second by Mr. Bernard, made a motion to have public input on the goals, objectives, characteristics, and personality traits of the new Superintendent.

**On behalf of the committee, Mr. Webb made a**

**motion to accept. A second was not needed and on a vote, the motion carried. There was one nay vote.**

**Mr. Webb made a motion, on behalf of the committee, to have the applications sent by hardcopy and email to all board members on a weekly basis. A second was not needed and on a vote, the motion carried.**

### **TAKE APPROPRIATE ACTION**

#### **Mrs. Ballard read the following items:**

A. Nomination of Section 36 T10S R13W (Toomey/Starks Exit) for Oil and Gas Lease

#### RESOLUTION

BE IT RESOLVED that pursuant to a public notice, a regularly scheduled meeting of the Calcasieu Parish School Board was held on the 11<sup>th</sup> day of March, 2014, at 4:45 o'clock PM at 3310 Broad Street, Lake Charles, LA where the following resolution, upon motion duly seconded and passed, was adopted, to wit;

BE IT RESOLVED that the Calcasieu Parish School Board has determined that it is the owner of the mineral interests in and under immovable property described to wit:

A certain Tract of land, excluding the beds and bottoms of all navigable waters, belonging to and not presently under mineral lease from the Calcasieu Parish School Board on March 11, 2014, being more fully described as follows: All of the mineral rights, title and interest belonging to and not presently under mineral lease from the Calcasieu Parish School Board situated in Section 36, Township 10 South, Range 13 West, Calcasieu Parish, Louisiana and being more fully described as follows: Beginning at the Northwest corner of the Northeast Quarter of Section 36, Township 10 South, Range 13 West; thence South one acre and East two acres between parallel lines containing approximately **2 acres**, all as more particularly outlined on a plat on file in the Office of Mineral Resources, Department of Natural Resources. All bearings, distances and coordinates are based on Louisiana Coordinate System of 1927, (North or South Zone), where applicable.

BE IT FURTHER RESOLVED by the Calcasieu Parish School Board has determined that it desires to take advantage of LSA R.S. 30:152 (A), et seq, to authorize the Louisiana State Mineral and Energy Board to nominate the said property for state agency mineral lease;

BE IT FURTHER RESOLVED by the Calcasieu Parish School Board, in legal session convened, that it does hereby direct and authorize the Louisiana State Mineral and Energy Board and the Office of Mineral Resources to accept nominations, advertise for, accept and award bids, and execute all oil, gas and mineral leases pertaining to the said immovable property.

BE IT FURTHER RESOLVED by the Calcasieu Parish School Board, that this resolution shall take effect immediately.

Approved as to legal form:

Annette Ballard, President

Witness

Witness

Mr. Bruchhaus asked that it be noted that this is a cooperative endeavor agreement, as the law changed in 2009 and it needs to be worded that way. Mr. Karr made a motion, seconded by Mr. Webb, to approve this cooperative endeavor agreement. On a vote, the motion carried.

C. Permission for CPSB to join the statewide MFP litigation

## RESOLUTION

**ADOPTION AND SUPPORT OF THE 2014 LSBA LEGISLATIVE FRAMEWORK**  
**ITEM VIII C**

**Whereas**, the Louisiana School Boards Association (LSBA) is a federation of school boards in the state of Louisiana representing over six-hundred (600) elected school board members;

**Whereas**, the Louisiana School Boards Association is a mission-driven organization focused on leadership, service and support for school boards and school systems;

**Whereas**, the Louisiana School Boards Association strives to work in collaboration with all public education stakeholders including federal officials, statewide elected officials, state legislators, superintendents, principals, teachers, district office support administrators and support staff; and, most importantly parents and students;

**Whereas**, the Louisiana School Boards Association recognizes the importance of the upcoming 2014 Legislative Session that commences March 10, 2014 and its possible impact on public education;

**Whereas**, the Louisiana School Boards Association Board of Directors have adopted and approved the 2014 LSBA Legislative Framework (attached) that outlines a set of general, guiding principles for its membership regarding legislative advocacy;

**Whereas**, the Louisiana School Boards Association realizes that we must all work toward the common goal of improving student achievement in a strategic, practical and meaningful manner that includes input from all stakeholders;

**Whereas** the Louisiana School Boards Association has recently committed to a set of five general principles at its General Luncheon of the 2014 LSBA Convention in Baton Rouge, Louisiana, that are aligned with several other public education stakeholder organizations such as the Louisiana Association of School Superintendents (LASS), the Louisiana Association of School Executives (LASE), The Louisiana State Parent Teacher Association (LAPTA), the Louisiana Association of Principals (LAP), the Louisiana Federation of Teachers (LFT), and the Louisiana Association of Educators (LAE):

- United advocacy for prioritizing public education funding regarding the state funding formula (MFP)
- United advocacy for a more strategic and comprehensive transition to raising standards and adopting accompanying assessments
- United advocacy for a non-punitive accountability system and flexible employee evaluation system
- United advocacy for addressing issues regarding privatization of public education in Louisiana
- United advocacy regarding meaningful and sincere stakeholder input in all education policy matters

**Be it resolved**, that the Calcasieu Parish School Board hereby formally adopt via resolution during a duly convened and properly noticed meeting the 2014 LSBA Legislative Framework (attached).

**Be it further resolved that**, the Calcasieu Parish School Board transmit this resolution along with the attached 2014 LSBA Legislative Framework to all statewide elected officials and state legislators this formal statement of support and commitment to advocating for the principles noted.

**Yeas:**

On a motion to approve by Mr. Andrepont and a second by Mr. Burleigh, the motion carried.



**D. 2014-2015 Resolution to Employ****ITEM VIII D****RESOLUTION****AUTHORIZING RECRUITMENT AND EMPLOYMENT FOR THE 2014-2015 SESSION**

Superintendent Wayne Savoy is hereby authorized to continue the employment and contract for the 2014-2015 session, as needed, those regular, special, state, and federally funded teachers, instructional support personnel, and administrators whose continuous employment with the Calcasieu Parish School Board began on or before January 6, 2014, except in the following cases:

- a) Employees with certification concerns;
- b) Employees who have been evaluated less than successful;
- c) Employees assigned to programs wherein deletions may be made, and;
- d) Employees assigned to programs wherein students' participation is considered marginal for funding

Additionally, Superintendent Savoy is hereby authorized to provide Notices of Intent to Employ and/or contracts to those teachers, instructional support personnel, and administrators who began working for the Calcasieu Parish School Board after January 6, 2014, and other employees provided that in each case the items a-d of paragraph one above are met where applicable.

Finally, Superintendent Savoy is hereby authorized to recruit and render personnel decisions pursuant to policy for the 2014-2015 session, staff teaching and instructional support positions, and make adjustments to present teaching and support assignments in order to enhance the instructional program and meet other goals of the district.

President  
Calcasieu Parish School Board

On a motion to approve by Mr. Karr and a second by Mr. Bernard, the motion carried.

**E. Iowa High School Band and Choir Trip to San Antonio, TX/April 25-27, 2014**

HHS FEB 17 2014  
ITEM VIII E  
RECEIVED

Calcasieu Parish Schools

Request for Board Approval of Band, Vocal, or Marching Unit Trips

School: Iowa High School Date: 13 FEB 14

Unit Requesting Trip: Iowa High School Band & Choir

Destination: San Antonio, TX

Justification for Trip: Reward trip during spring break (Apr 25-27) for successful performance year.

Benefits to School and School System: Increased incentive for participation in musical ensembles. Team building seminar for Iowa musicians attending.

Schedule of Activities: Friday - attend band and choral concerts. (Travel)  
Saturday - amusement park  
Sunday - Leadership and team building seminar (Travel)

Length of Trip (#of days) 3  
List of Local Activities participating in: IHS Homecoming Parade, Iowa City Christmas Parade, Iowa Rabbit Festival Parade, IHS Holiday Concert, IHS Spring Concert

Mode of Transportation: Chartered Bus  
Budget: 10,000.00 Travel: 3,600.00  
Lodging: 1,200.00 Food: 1,500.00  
Entry Fee: Teambuilding - 1,700.00 Entry Fee: \_\_\_\_\_  
Other: Park - 2,000.00  
Total: 10,000.00

Source of Funds:  
(1) Fund Raising Projects: 6,500.00  
(2) Student Contributions: 3,500.00  
TOTAL: 10,000.00  
[Signature] SIGNATURE OF DIRECTOR OF SPONSOR  
[Signature] APPROVAL OF PRINCIPAL

On a motion to approve by Mr. Webb and a second by Mr. Karr, the motion carried.

F. Approval of Grant Award/2014-2015 Head Start Program/\$3,698,218.00

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

**Grant Source:** Federal

**Grant Amount:** \$3,698,218.00

**Schools:** DeQuincy Primary, J. D. Clifton Elementary, Jake Drost Middle, Brenda H. Hunter, and J. I. Watson Middle

**Person Applying:** Sheryl Piper – Early Childhood Director

**Purpose:** The Head Start Program provides an integrated approach of early childhood care and education that includes comprehensive services to four hundred fifty (450) children ages 3 and 4. It is designed to focus on providing early literacy and mathematical skills necessary for children to become Kindergarten ready. The program promotes school readiness by enhancing social and cognitive development of children by providing health, nutritional, social and other services. CPSB School Readiness Goals are aligned with the Head Start Childhood Development and Early Learning Framework and the Louisiana Early Learning and Development Standards Birth to 5. Research-based assessment methods are being used to support teacher-child interactions and children's progress towards the school readiness goals. The program is currently participating in the implementation of the Community Network Pilot (Act 3). Head Start program also includes engaging parents, families and communities in their child's learning.

On a motion to approve by Mr. Jongbloed and a second by Mr. Burleigh, the motion carried.

**G. Approval of Believe and Prepare Grant Proposal**

**Grant Title:** Believe and Prepare Grant  
**Funding Authority:** Louisiana Department of Education  
**Person Applying for Grant:** Sheryl Abshire, CTO  
**Grant Amount:** \$150,000  
**Grant Period:** April 1, 2014 – September 30, 2015

**Purpose:** Ensuring Educational Excellence (E<sup>3</sup>) project (Believe and Prepare Grant) is an innovative collaborative venture between Calcasieu Parish School System (CPSS) and McNeese State University (MSU) utilizing a tiered project beginning with an Early Childhood/Elementary (Grade 1-5) cohort. The purpose is to partner pre-service teachers (student observers and student teachers) with highly qualified CPSS mentor teachers (MT) — supervised and coached by MSU professors — for a classroom-based clinical experience, teaching will be transformed through innovative technology professional development (PD), professional learning communities (PLCs), and effective grant implementation.

**Program Goals:**

1. provide an innovative approach to readying pre-service teachers for classroom success
2. Increase the passage rate on the PRAXIS

On a motion to approve by Mr. Jongbloed and a second by Mr. Burleigh, the motion carried.

**H.** Approval of Head Start Grants/Sequestration, \$190,313.00 and Cost of Living Adjustment (COLA), \$46,946.00

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

**Grant Source:** Federal

**Grant Amount:**

- Sequestration: \$190,313.00
- COLA (Cost-Of-Living Adjustment): \$46,946.00

**Schools:** DeQuincy Primary, J. D. Clifton Elementary, Jake Drost Middle, Brenda H. Hunter, and J. I. Watson Middle

**Person Applying:** Sheryl Piper – Early Childhood Director

**Purpose:**

- Sequestration: The FY 2014 appropriation restores the 5.27 percent reduction grantees received in FY 2013 due to sequestration.
- COLA: Each grantee may apply for a COLA increase of 1.3 percent of the FY 2012 base funding level.

On a motion to approve by Mr. Jongbloed and a second by Mr. Burleigh, the motion carried.

## **BID REPORTS**

### **Mrs. Ballard read the following items:**

**A.RFP 2014-39** TEACHER INCENTIVE GRANT (ON-SITE TRAINING)

**RFP 2014-39** TEACHER INCENTIVE GRANT (ON-SITE TRAINING) was opened on February 11, 2014 @ 2:00 pm

**BIDS WERE SENT TO THE FOLLOWING VENDORS:**

GREENLIGHT FOR LEARNING  
CHARLOTTE DANIELSON GROUP

**THE STAFF, ALONG WITH THE PROGRESS PROJECT COORDINATOR, RECOMMEND AWARDING TO GREENLIGHT FOR LEARNING (APPROXIMATE VALUE \$100,000.00) AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.**

On a motion to approve by Mr. Bernard and a second by Mr. Burleigh, the motion carried.

**B.REVERSE AUCTION BID 2014-18** FOR 150 TIRES FOR TRANSPORTATION DEPARTMENT/GENERAL FUND

**REVERSE AUCTION BID 2014-18 FOR 150 TIRES FOR TRANSPORTATION DEPARTMENT** began on February 27, 2014 @ 10:00 AM. Bid was also posted on [WWW.CAHREVERSEAUCTION.COM](http://WWW.CAHREVERSEAUCTION.COM).

**BID RESULTS AS FOLLOWS:**

ADVANTAGE TIRE	\$47,900.00
GOODYEAR COMMERCIAL	\$48,078.00
SOUTHERN TIRE MART	\$51,500.00

THE STAFF RECOMMENDS AWARDING TO ADVANTAGE TIRE IN THE AMOUNT OF \$47,900.00 AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.

On a motion to approve by Mr. Bernard and a second by Mr. Jongbloed, the motion carried.

C.RFP 2014-38 TEACHER INCENTIVE GRANT (ON-LINE MODULE)

**RFP 2014-38 TEACHER INCENTIVE GRANT (ON-LINE MODULE)** was opened on February 11, 2014 @ 2:00 pm

**BIDS WERE SENT TO THE FOLLOWING VENDORS:**

TEACHSCAPE  
TRUE NORTHLOGIC

THE STAFF ALONG, WITH THE PROGRESS PROJECT COORDINATOR, RECOMMEND AWARDING TO TEACHSCAPE (APPROXIMATE VALUE \$150,000.00) AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.

On a motion to approve by Mr. Karr and a second by Mr. Webb, the motion carried.

D.BID 2014-40 POLE BARN CONSTRUCTION AT SULPHUR HIGH (DISTRICT 30 BOND FUND/SULPHUR)

**BID 2014-40 POLE BARN CONSTRUCTION AT SULPHUR HIGH (DISTRICT 30 BOND FUND)** was opened on February, 2014 @ 2:00 pm.

**BIDS WERE SENT TO THE FOLLOWING VENDORS:**

BAIRDS POLE BARNS  
MALLETT BUILDINGS  
MITCHELL BUILDINGS  
NATIONAL BARN CO  
SCOTT CONSTRUCTION & POLE BARNS

**BID RESULTS AS FOLLOWS:**

MALLETT BUILDINGS	\$33,200.00
NATIONAL BARN CO	\$42,800.00
K&J DEVELOPMENT	\$68,000.00

THE STAFF RECOMMENDS AWARDING TO MALLETT BUILDINGS IN THE AMOUNT OF \$33,200.00 AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.

On a motion to approve by Mr. Andrepont and a second by Mr. Burleigh, the motion carried.

**THE FOLLOWING BIDS ARE UP FOR RENEWAL FOR THE 2014-2015 SCHOOL YEAR:**

E.2015-02 – MAGAZINES Renewal #2 /General Fund

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

F.2015-03 – LIBRARY BOOKS Renewal #2/General Fund

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

G.2015-04 – PRE-PACKAGED SCHOOL SUPPLIES Renewal #2/Grant Fund/Title

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

H.2015-05 – SCHOOL UNIFORMS Renewal #1/Grant Fund/Title

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

I.2015-06 – GRASS CUTTING Renewal #2/General Fund

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

J.2015-10 – FIRE ALARM INSPECTIONS Renewal #2/General Fund

On a motion to approve by Mr. Bernard and a second by Mr. Burleigh, the motion carried.

K.2015-11 – HOOD SUPPRESSION INSPECTIONS Renewal #2 /General Fund

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

L.2015-12 – SECURITY SERVICES Renewal #2/General Fund

On a motion to approve by Mr. Burleigh and a second by Mr. Webb, the motion carried.

M.2015-15 – SPRINKLER SYSTEM INSPECTIONS Renewal #1 /General Fund

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

N.2015-16 – FIRE EXTINGUISHER INSPECTIONS Renewal #2/General Fund

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

O.2015-19 – WELL WATER MONITORING Renewal #2 /General Fund

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

P.2015-21 – BULK OIL Renewal #2 /General Fund

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

**PERMISSION TO ADVERTISE**

**Mrs. Ballard read the following item:**

A. Stadium Improvements, Sulphur High School/District #30 Bond Funds/Ellender Architect & Associates, LLC

On a motion to approve by Mr. Andrepont and a second by Mr. Burleigh, the motion carried.

**CORRESPONDENCE**

**Mrs. Ballard read the following items:**

A. Beneficial Occupancy for the Project, “Additions and Renovations at Starks High School.”

On a motion to approve by Mr. Karr and a second by Mr. Bernard, the motion carried.

B. Recommendation of Acceptance for the Project “Additions and Renovations at Starks High School.”

On a motion to approve by Mr. Karr and a second by Mr. Bernard, the motion



carried.

**CONDOLENCES/RECOGNITIONS**

Mr. Bernard asked for a letter of recognition to Coach Cecchini at Barbe High School, regarding his support of academic standards.

Mr. Hardy asked for a letter of condolence to the family of Abraham Conway, Jr., to the family of Dorothy Abraham, and the family of Richard Brown. He recognized Steve Wieschhaus, regarding his recent book publication.

**COMMITTEE AGENDA ITEMS**

Mr. Andrepont asked that C&I look into curriculum and whether Calcasieu Parish has a choice regarding Common Core.

Mr. Karr asked how much personal time a teacher has to use to prepare for their classes and if there could be a survey given to them.

Mr. Hardy asked for information regarding an online feed into classrooms when a non-certified substitute is used, so that quality is not lost.

Mr. Hardy made a motion to add an item to the agenda, to discuss whether to add additional time of 3 days to the job posting for the Principal position at Washington Marion High School and that from now the postmark date be the date recognized as the receiving date. Mr. Schooler seconded the motion. The motion passed to add the item to the agenda.

Mrs. Ballard asked for public comment and Teri Johnson, representing CFT, asked why another day was needed, as the policy is that advertisements run for 14 days. There was much discussion.

Mr. LaRocque, with a second by Mr. Jongbloed, called the question to cease discussion. The motion carried.

The motion failed on a vote.

**SCHEDULE COMMITTEES**

A&P Committee.....March 25, 2014, 4:45 p.m.  
Superintendent Search Committee.....March 25, 2014 (to follow)

On a motion to adjourn by Mr. Burleigh and a second by Mr. Webb, the meeting adjourned at 8:11 p.m.



---

Annette Ballard, President



---

Wayne Savoy, Secretary