

Centerville, Louisiana
September 12, 2024

Public Hearing:

The St. Mary Parish School Board held a public hearing on Thursday, September 12, 2024, at 5:15 p.m., in the Evans Medine Meeting Room at the Central Office Complex in Centerville, Louisiana, to receive input from the general public on the consolidated budget for the year ending June 30, 2025, including the general fund, special revenue funds, and all other funds of the St. Mary Parish School Board. The consolidated budget is available for public viewing at any time at the Central Office Complex, 474 Highway 317, Centerville, Louisiana. Roll call was recorded as follows:

Present: Ms. Guienzy M. Brent, Ms. Tammie L. Moore, Mrs. Lindsey T. Anslem, Ms. Debra R. Jones, Mrs. Ginger S. Griffin, Mr. Murphy J. Pontiff Jr., Mr. Chad M. Paradee, Mrs. Alaina L. Black, Mr. Andrew V. Mancuso, Mrs. Rhonda R. Dennis.

Absent: Ms. Marilyn P. LaSalle.

President Black called for public input from the audience and there was no response.

The floor was then opened for comments from Board Members and with there being none, the public hearing adjourned at 5:16 p.m.

Regular Session:

The St. Mary Parish School Board met in regular session on Thursday, September 12, 2024, at 5:30 p.m., in the Evans Medine Meeting Room at the Central Office Complex in Centerville, Louisiana, with the following members answering to roll call:

Present: Ms. Guienzy M. Brent, Ms. Tammie L. Moore, Mrs. Lindsey T. Anslem, Ms. Debra R. Jones, Mrs. Ginger S. Griffin, Mr. Murphy J. Pontiff Jr., Mr. Chad M. Paradee, Mrs. Alaina L. Black, Mr. Andrew V. Mancuso, Mrs. Rhonda R. Dennis.

Absent: Ms. Marilyn P. LaSalle.

Invocation:

Ms. Estay gave the Invocation.

Pledge of Allegiance to the Flag of the United States of America.

President Black led the Pledge of Allegiance to the Flag of the United States of America.

Appearances:

Recognition of newly appointed positions:

There were no newly appointed positions for the month of September.

Recognition of Ms. Guienzy M. Brent for being an unopposed candidate for District I School Board Member.

President Black recognized and congratulated Ms. Brent as the unopposed candidate for District I school board member.

Provide information on school-based health clinics in St. Mary Parish Schools.

Dr. Gary Wiltz of Teche Action Clinic was not in attendance at the meeting. As a result, his presentation will be rescheduled for the regular school board meeting on October 10, 2024.

Approval of Amended Agenda.

President Black requested to amend the agenda by adding Item 9 H, Digital Citizenship Week Proclamation under Business Affairs to the consent agenda.

Ms. Brent made a motion to amend the agenda as presented by President Black. Ms. Moore made a second, all in favor and the motion carried.

Approval of Official School Board Minutes.

Mrs. Anslem offered the motion and Mr. Paradee offered the second to approve the official school board minutes from the regular school board meeting held on August 8, 2024. All in favor and the motion carried.

Approval of Consent Agenda.

President Black stated that Board Members can remove any of the items on the consent agenda for further discussion in the regular proceedings. Dr. Fegenbush read aloud the items on the consent agenda as follows:

New Business

Personnel:

Item 1. *Review policies from Forethought Consulting as revised by Hammonds and Sills.

- A. *Qualifications for School Board Members (ABCB)
- B. *School Board Member Continuing Education (BBBC)
- C. *Notification of School Board Meeting (BCBB)
- D. *Contracts and Compensation (GBA)
- E. *Sick and Extended Leave (GBRIB)
- F. *Employee Sick Leave Bank (GBRIBB)
- G. *Corporal Punishment (JDA)
- H. *Student Healthy Services (JGC)
- I. *Immunizations (JGCB)
- J. *Administration of Medication (JGCD)
- K. *Behavior Health Services for Students (JGCFA)
- L. *Gifts and Donations (DFK)

Item 2. *Approval of updated job descriptions

- A. *Agriculture Teacher
- B. *Audiologist
- C. *Bus Foreman
- D. *Computer Technician I
- E. *Computer Technician II
- F. *Coordinator of Pupil Appraisal Services/504
- G. *Elementary Literacy Coach
- H. *Lead Computer Technician
- I. *Licensed Practical Nurse (LPN)
- J. *Maintenance Technician 3
- K. *Maintenance Technician 4
- L. *Maintenance Technician 4-Assistant Warehouse Foreman
- M. *Maintenance Technician 5
- N. *Maintenance Technician 6- Warehouse Foreman
- O. *Maintenance Technician 7 – Electrical
- P. *Maintenance Technician 7- H.V.A.C.
- Q. *Maintenance Technician 8- District Foreman
- R. *Maintenance Technician 9 -Assistant to the Director of Maintenance
- S. *Occupational Therapist
- T. *Paraprofessional
- U. *Physical Therapist
- V. *School Food Service Cafeteria Manager
- W. *School Food Service Technician
- X. *Special Education Gifted and Talented Liaison
- Y. *Speech-Language Pathologist
- Z. *Speech-Language Pathologist Assistant

Item 4. *Permission to submit the Annual Financial Report (AFR) to the State of Louisiana Department of Education for the year ending Jun 30, 2024.

Item 5. *Approve banking resolutions authorizing signatories at various schools as a result of recent appointments.

Item 9. *Proclamation(s):

- A. *National School Lunch Week (October 14-18, 2024)
- B. *White Cane Awareness Day (October 15, 2024)
- C. *Red Ribbon Week (October 23 – 31, 2024)
- D. *National School Bus Safety Week (October 21-25, 2024)
- E. *National Bullying Prevention Month (October 2024)
- F. *Learning Disabilities Awareness Month (October 2024)

G. *National Hispanic Heritage Month (September 15 – October 15, 2024)

H. Digital Citizenship Week Proclamation (October 14 -18, 2024)

Item 10. *Request for Disposal and Weeding of Library Materials for the 2024-2025 school year.

Item 11. *Field Trip(s):

A. * Frankin High School, Future Farmers of America (FFA) Organization traveling to Jackson, Mississippi for a Youth Expo. On December 12, 2024.

Mrs. Griffin made a motion to approve the consent agenda, including the addition of Item 9 H, Digital Citizenship, Week Proclamation on October 14 – 18, 2024 as presented by Dr. Fegenbush. Ms. Moore seconded the motion. All in favor and the motion carried.

Business Affairs:

Item 3. Approve resolution adopting the operating budget of revenues and expenditures for fiscal year ending June 30, 2025.

Mr. Perry read aloud the Resolution as follows:

ST. MARY PARISH SCHOOL BOARD

A Resolution adopting an Operating Budget of Revenues and Expenditures for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

BE IT RESOLVED BY THE BOARD MEMBERS OF THE ST. MARY PARISH SCHOOL BOARD in regular session convened that:

SECTION 1. The attached detailed estimate of Revenues by Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025, be and the same is hereby adopted to serve as an Operating Budget of Revenues for the School Board, during the same period.

SECTION 2. The attached estimates of Expenditures by Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025, be and the same is hereby adopted to serve 'as a budget of Expenditures for the School Board, during the same period.

SECTION 3. The adoption of this Operating Budget of Expenditures be and the same is hereby declared to operate as an appropriation of the amount therein set forth within the terms of the budget classification.

SECTION 4. The chief executive and administrative officers of the political subdivision have the authority to make changes within various budget classifications without approval by the governing authority, as well as those powers reserved solely to the governing authority.

PASSED AT CENTERVILLE, LOUISIANA, ON THE ____ DAY OF _____, 2024.

Alaina L. Black
President

ATTEST:

Buffy Fegenbush,
Ed. D.
Superintendent
Secretary/Treasurer

Mrs. Anslem made a motion and was seconded by Ms. Jones to approve the resolution adopting the operating budget of revenues and expenditures for the fiscal year ending June 30, 2025, as presented by Mr. Perry. All in favor and the motion carried.

Item 6. Receive update regarding 2025 Commercial Group Health plan renewal and take appropriate action.

Item 6, the Commercial Group Health plan renewal and Item 7, the Medicare Advantage plan were considered and voted on as a group rather than individually.

Mr. Paradee made a motion and seconded by Ms. Brent to renew the 2025 fully insured Commercial Group Health plan at a 2.4 percent increase effective January 1, 2025, and the 2025 Medicare Advantage plan renewal at a 19.82 percent increase as presented by Mr. Perez.

Mr. Perez indicated that he would present a proposal and recommendation for the self-funded option at the October 10, 2024 regular school board meeting. All in favor and the motion carried.

Item 7. Receive 2025 MAPD plan renewal and take appropriate action.

This item was voted on as a group with Agenda Item 6.

Item 8. Approve casualty insurance for the year commencing October 1, 2024.

Mrs. Carmel Breaux of Norris Consulting briefly explained the St. Mary Parish School Board Liability Insurance renewal for October 1, 2024. She recommended that the Board approve the renewal of the LARMA Liability package and the Cyber Liability policy for the premium total of \$596,012. She also requested a separate motion to reject the uninsured motorist coverage and to authorize the superintendent to sign the rejection form.

Mr. Mancuso made a motion and seconded by Ms. Moore to approve the casualty insurance for the year commencing October 1, 2024, as presented by Mrs. Carmel Breaux. All in favor and the motion carried.

Mrs. Anslem made a motion and seconded by Ms. Jones to reject the uninsured motorist coverage and to authorize the superintendent to sign the rejection form regarding the Commercial Automobile Insurance for the period of October 1, 2024 to October 1, 2025, as presented by Mrs. Breaux. All in favor and the motion carried.

Item 12. Discuss and take necessary action on bids received for Track and Field Improvement at Franklin High, Patterson High, and Berwick High Schools.

Mrs. Griffin made a motion and seconded by Mr. Paradee to approve bids received for Track and Field Improvement at Franklin High, Patterson High, and Berwick High Schools as presented by Mr. Reid Miller. All in favor and the motion carried.

Item 13. Award substantial completion to Morgan City High School Stadium Renovations.

Mr. Carl Blum was unable to attend the meeting. Therefore, Item 13 will be discussed at the October 11, 2024, regular school board meeting.

Item 14. Accept change order #2 for Reroofing Phase 1 at Berwick High School, Berwick Junior High School, and Patterson High School in the amount of \$15, 934.43 using ESSER Funds.

Mr. Carl Blum was unable to attend the meeting. Therefore, Item 14 will be discussed at the October 11, 2024, regular school board meeting.

Item 15. Discuss and take necessary action regarding bids for the Morgan City High Bus #205.

Mr. Wiese reported that no bids were received for the Morgan City High Bus #205. He recommended waiting for additional buses to be declared as surplus and to sell at one time.

No action was needed by the Board at this time.

Item 16. Consider funding M. E. Norman Elementary School exterior facelift and painting for an estimated cost of \$175,000.

Mr. Mancuso made a motion and seconded by Mrs. Dennis to approve funding M. E. Norman Elementary School exterior facelift and painting for an estimated cost of \$175,000. All in favor and the motion carried.

Item 17. Memorandum of Understanding between St. Mary Parish School Board and St. Mary/Vermilion CAA Head Start Program with provisions of Public Law 102 - 119 (The Individuals with Disabilities Education Act) and Public Law 97 - 35 (Federal Head Start Act).

Agenda Item 17 (Memorandum of Understanding between St. Mary Parish School Board and St. Mary/Vermilion CAA Head Start Program with provisions of Public Law 102 - 119 (The Individuals with Disabilities Education Act) and Public Law 97 - 35 (Federal Head Start Act) and Item 18 (Memorandum of Understanding between St. Mary/Vermillion CAA Head Start Program and St. Mary Parish School Board) were considered and voted on as a group rather than individually.

Ms. Jones made a motion and seconded by Ms. Brent to approve Item 17 and Item 18 together as presented. All in favor with Ms. Moore voting to abstain on both items due to a conflict of interest with St. Mary CAA Head Start Program.

Item 18. Memorandum of Understanding between St. Mary/Vermillion CAA Head Start Program and St. Mary Parish School Board.

This item was approved as a group with Agenda item 17.

Item 19. Accept the resignation of Mr. Murphy Pontiff, Jr., school board member of District VII effective September 30, 2024.

Dr. Fegenbush read aloud Mr. Pontiff's resignation letter as follows:

Dear President Black,

I am writing to formally resign from my position as a member of the St. Mary Parish School Board, representing District VII, effective September 30, 2024. After much reflection, I have decided that it is in the best interest of both me and the community that I step down from my duties at this time.

Serving on the St. Mary Parish School Board has been a profound honor and a deeply rewarding experience. Over the years, I have had the privilege of working alongside dedicated colleagues and community members to improve our local educational system and advocate for the needs of our students and families. I am proud of what we have accomplished together and remain confident in the Board's continued success.

This decision was not made lightly, but I believe it is the right one for me personally and professionally. I am committed to ensuring a smooth transition and will do everything I can to support my successor in assuming the responsibilities of this role.

Thank you for the trust and support you have extended to me during my tenure. It has been an honor to serve the residents of St. Mary Parish.

Sincerely,

Murphy Pontiff, Jr.

St. Mary Parish School Board Member District VII
(337) 578-0443

Signed this 12th day of September, 2024 before the undersigned notary public.

Alicia Morris, ID# 163268

Reports

Committees:

1. Set time and date for Special Education Advisory Committee Meeting.

The Special Education Advisory Committee Meeting will meet on Monday, September 23, 2024, at 4:00 p.m. in the Evan Medine Meeting Room at the Central Office Complex in Centerville, Louisiana.

2. Set time and date for the Policy Committee Meeting will meet on Monday, September 23, 2024 Louisiana.

The Policy Committee Meeting will meet on Monday, September 23, 2024, at 5:00 p.m. in the Evan Medine Meeting Room at the Central Office Complex in Centerville, Louisiana.

Staff Report:

Chief Financial Officer's Report:

Sale Tax Update:

Mr. Perry reported that the sales tax collections for two months into the fiscal year collected \$3,300,000 versus a budget of \$3,340,000.

Financial Statements (Major Funds Only):

The Board was provided financial statements for major funds only to review at their leisure.

Other Significant Items:

None

Superintendent's Report:

Dr. Fegenbush began her report by saying she would greatly miss seeing Mr. Murphy Pontiff. His gentleness, kindness, and wisdom were truly appreciated. After this meeting, the board will be accepting nominees for the District VII school board member seat. Letters of interest can be sent to the President, Mrs. Alaina Black at ablack@stmaryk12.net until October 1, 2024.

In the wake of hurricane Francine, Dr. Fegenbush extended heartfelt gratitude to everyone for their resilience and cooperation during the last few days.

For the safety and well-being of St. Mary Parish students, staff, and families, inspections are being conducted at all school facilities to assess any damages and to ensure that they are safe for use. Thanks to the school and District administrators for their ongoing efforts and thanks to the District Maintenance personnel who have truly been of great assistance.

Any changes to the school calendar, closures, or updates will be provided through the St. Mary Parish School Board's website, social media and direct communication channels.

In closing, Dr. Fegenbush thanked first responders, emergency personnel and volunteers for their tireless efforts in ensuring the safety of St. Mary Parish.

Closing:

Resolutions of Respect:

Ms. Estay read the Resolutions of Respect for the late Betty Rulf (retired school cafeteria technician).

Adjournment:

With there being no further business to address, Ms. Moore made a motion to adjourn the meeting at 6:15 p.m. Mrs. Anslem made a second, all in favor and the motion carried.