

REGULAR MONTHLY MEETING
SEPTEMBER 22, 2015

The St. Bernard Parish School Board met in a Regular Monthly Meeting on Tuesday, September 22, 2015 at 6:00 p.m. in the St. Bernard Parish School Board Office. Following the Prayer and Pledge of Allegiance, the Secretary called the roll. Present were, Dr. Hugh C. Craft, President, Mrs. Darleen P. Asevedo, Mr. Donald D. Campbell, Mr. William H. Egan, Mr. Clifford M. Englande, Mrs. Katherine K. Lemoine, Mrs. Diana B. Dysart, Dr. Henderson Lewis, Jr., Mr. Joseph V. Long, Mr. Ronald J. Nicosia and Mr. Sean K. Warner.

Dr. Craft wished fellow Board Member, Katherine Lemoine, Happy Birthday on behalf of the Board.

No one appeared for Community Concerns.

Mr. Warner moved to incorporate the Report of the September General Committee Meeting into the minutes of the September Regular Monthly Meeting. Seconded by Mr. Long, the motion passed unanimously by a roll call vote of the members present.

GENERAL COMMITTEE REPORT
TUESDAY, SEPTEMBER 8, 2015

The St. Bernard Parish School Board met as a Committee of the Whole on Tuesday, September 8, 2015 at 6:00 p.m. in the Board Room of the St. Bernard Parish School Board Office. Following the Prayer and Pledge of Allegiance, the Secretary called the roll. Members present were, Dr. Hugh C. Craft, President, Mrs. Darleen P. Asevedo, Mr. Donald D. Campbell, Mr. William H. Egan, Mr. Clifford M. Englande, Mrs. Katherine K. Lemoine, Dr. Henderson Lewis, Jr., Mr. Joseph V. Long, Sr., Mr. Ronald J. Nicosia and Mr. Sean K. Warner. Mrs. Diana B. Dysart was absent.

Dr. Craft first welcomed Mrs. Natalie Albers, Assistant Principal of Lacoste Elementary and past president of the St. Bernard Reading Council. Mrs. Albers appeared to invite members of the Committee to join the St. Bernard Reading Council which is an affiliate of the Louisiana Reading Association and the International Reading Association.

Mrs. Albers explained that St. Bernard has an active council and hopes to increase its membership so they can achieve Honor Council status at the state level. Their first membership meeting is scheduled for Wednesday, September 9, 2015 at 4:30 p.m. at the Lacoste Elementary School Cafeteria. Mrs. Albers continued by explaining some of the benefits of joining this organization, listed some of the activities that are hosted during the year to promote reading and finally their Awards dinner at the end of the school year. Mrs. Albers introduced members of the Reading Council in attendance, they are: Dr. Wilhelmus, current President; Dr. Dawson, President-Elect; Ms. Buras, Secretary; and herself, who is a current State Committee Chairperson.

Dr. Craft thanked Mrs. Albers and her fellow Reading Council members for coming to the meeting tonight and for their efforts in promoting reading. Mrs. Lemoine thanked the Council for engaging teachers, parents and

students in reading and stated that she is proud to be a current member of their organization. Ms. Voitier also congratulated the organization and the tremendous success that the parish enjoys because of their efforts, particularly in the Young Authors Competition.

Dr. Craft next asked Dr. Lewis as Education Committee Chair to address the next agenda item. Dr. Lewis welcomed Ms. Jessica Vallelungo, Career and Technical Education Coordinator for St. Bernard Parish schools. Ms. Vallelungo explained the many courses that are offered as dual enrollment classes for students at Chalmette High School primarily through Nunez Community College, the cost of each course, the numbers of students and the type of certification they receive upon completion of the course. That information is shown on the handouts from her presentation on the next few pages.

Dr. Lewis thanked Ms. Vallelungo for her presentation and shared his pride in the fact that so many of our high school students will be work ready as soon as they graduate. Ms. Voitier and Board Members echoed his sentiments and gratitude for the funding for these programs.

Dual Enrollment Offered Through Partnership with Nunez Community College

Medical Terminology (\$220)
 2014-2015 Total: 96
 2015-2016 Total: 120
 SCA Funded: 48
 TTES Funded: 72

Electrical (\$340)
 2014-2015 Total: 1
 2015-2016 Total: 7
 SCA Funded: 6
 TTES Funded: 1

Welding (\$340)
 2014-2015 Total: 14
 2015-2016 Total: 24
 SCA Funded: 13
 TTES Funded: 11

ProStart (\$110)
 2014-2015 Total: 12
 2015-2016 Total: 29
 SCA Funded: 20
 TTES Funded: 9

CNA (\$1,340)
 2014-2015 Total: 10
 2015-2016 Total: 37
 SCA Funded: 24
 TTES Funded: 13

PTECH (\$1421 & \$1402)
 2014-2015 Total: 10
 2015-2016 Total: 14
 SCA Funded: 14
 TTES Funded: 14

EMTP (\$1,340)
 2015-2016 Total: 10
 SCA Funded: 2

2015-2016 Supplemental Course Allocation

Total Allocation	\$	96,361.00
Medical Terminology	\$	10,560.00
CNA	\$	32,160.00
EMTP	\$	2,680.00
Electrical	\$	2,040.00
Welding	\$	4,420.00
PTECH	\$	34,760.28
ProStart	\$	2,200.00
Operation Spark	\$	4,500.00
Total Allocated	\$	93,320.28
Remaining	\$	3,040.72

Industry Based Credentials Offered on Chalmette Campus

Universal JumpStart Credentials

OSHA 10 General Industry Safety
 Microsoft Word
 Microsoft PowerPoint
 Microsoft Excel

Hospitality, Tourism, Culinary and Retail Pathway

ServSafe Manager
 ProStart 1
 ProStart 2
 Customer Service

Health Occupations Pathway

First Aide/CPR/AED

Construction Crafts, Manufacturing, and Logistics Pathway

NCCER Core Card
 NCCER Carpentry 1
 NCCER Carpentry 2

Digital Media and Entertainment Technology Pathway

Adobe Photoshop
 Avid Media Composer
 Avid ProTools

Information Technology Pathway

CompTIA A+

As Executive Committee Chair, Mr. Long asked Ms. Voitier to present the next agenda item regarding current school enrollment. Ms. Voitier presented the Committee with a handout that showed the enrollment as of August 27, 2015 which is the date that the pre-school students finally arrived. On the handout Ms. Voitier also provided additional information regarding enrollment from last year on the same date. The 8/27/15 total enrollment was 7,508 students. This compares to the 8/27/14 total of 7,394 students which shows an increase of 114 students from last year. The current enrollment

information is shown below.

St. Bernard Parish Public Schools					
Enrollment Numbers - August 27, 2015					
School	Pre-K	K-5	6-8	9-12	Totals
Arabi Elementary	87	669			756
Chalmette Elementary	80	605			685
Gauthier Elementary	63	502			565
Davies Elementary	98	709			807
Lacoste Elementary	98	776			874
Smith Elementary	40	314			354
Andrew Jackson Middle			630		630
Trist Middle			662		662
St. Bernard Middle			338		338
Chalmette High				1742	1742
Rowley Alternative			41	54	95
Totals	466	3575	1671	1796	7508

Mr. Long next asked Ms. Voitier to present all Personnel Changes for September 2015. Mr. Long thanked Ms. Voitier for this presentation.

Mr. Egan, Chair of the Insurance Committee, welcomed Mr. Harlton, Purchasing and Insurance Coordinator and Richie Clements, our insurance agent of record from Clements Insurance, to speak to the Committee regarding the renewal of the General Liability, Automobile, and Educators Legal Liability Insurance for the period of October 1, 2015 through September 30, 2016.

Mr. Harlton explained that there were three (3) responses to the request for proposals. Mr. Harlton noted that while LARMA is not the lowest priced proposal, extenuating circumstances make it more attractive to stay with them. His first reason for staying with LARMA is that the school district's participation in the LARMA pool has resulted in an equity balance of \$223,000. This surplus will result in a 10% equity refund toward the cost of insurance this year which amounts to \$25,520.00. Additionally he stated that LARMA allows the school district administration to have complete control over the settlement of claims. Also, LARMA's deductible is \$25,000 while the other vendors quoted a \$50,000.00 deductible. With all things considered, Mr. Harlton stated that the Administration's recommendation is to stay with the current provider, LARMA (Louisiana Risk Management Agency) for a price of \$233,971.00 minus the 10 % equity refund for a total of \$208,451.00. Mr. Harlton addressed all questions and concerns regarding this matter from the Committee.

With a motion from Mr. Englande and a second from Mr. Warner, the Committee voted by the following roll call vote to recommend to the Board to authorize the Administration to renew the General Liability, Automobile, and Educators Legal Liability insurance for the period of October 1, 2015 through September 30, 2016 with LARMA (Louisiana Risk Management Agency) for an adjusted total price of \$208,451.00.

ROLL CALL VOTE:

YEAS: Mrs. Asevedo, Mr. Campbell, Dr. Craft, Mr. Egan, Mr. Englande, Mrs. Lemoine, Dr. Lewis, Mr. Long, Mr. Nicosia, Mr. Warner

NAYS: None

ABSENT: Mrs. Dysart

Mrs. Lemoine next addressed Finance Committee business with the Administration's request to Advertise for bid for Spices and Seasonings (Class 2), Cereal, Dried Beans and Crackers (Class 3), Frozen Foods (Class 5), Meat and Meat Products (Class 6), Poultry and Eggs (Class 7), Seafood Products (Class 8) and Canned Goods (Class 9) for the period of January 1, 2016 – June 30, 2016. Mr. Long moved to recommend the Board approve the above request. Seconded by Mrs. Asevedo, the motion was approved unanimously by a roll call vote of the members present.

Mrs. Lemoine again welcomed Mr. Harlton and Mr. Conrad Browne, Technology and Curriculum Coordinator, to request permission to advertise for Request for Proposals for Telecommunication Services, this includes internet and telephone services.

After all questions and concerns were addressed by Mr. Harlton and Mr. Browne, Dr. Craft moved to recommend to the full Board to approve the Administration's request to advertise for Requests for Proposals for Telecommunication Services. Seconded by Dr. Lewis, the motion was approved unanimously by a roll call vote of the members present.

Mrs. Lemoine again welcomed Mr. Harlton and Mr. Ronald Alonzo, Jr., Supervisor of Buildings and Grounds to present the results of the Request for Proposals for Grass Cutting. Mr. Harlton noted that six proposals were received and each proposal was scored according to published criteria. After all scores were completed, it was determined that the recommended vendor for this service should be Alphonso's Lawn Care at a price of \$188,250.00.

After all questions and concerns were addressed, Mr. Warner moved to recommend Alphonso's Lawn Care as grass cutter for the St. Bernard Parish School Board for a price of \$188,250.00. Seconded by Mr. Nicosia, the motion passed unanimously by a roll call vote of the members present.

Under Superintendent's Recommendations, Ms. Voitier shared that at the Regular Board meeting there will be a new agenda item requesting permission to solicit proposals for clearing the property where the new elementary school will be built. Ms. Voitier stated that this will be useful in keeping with the construction timetable for the school.

There being no further business to discuss, and on motion of Mr. Campbell, seconded by Mrs. Asevedo and passed by a unanimous voice vote of the members present, the meeting was adjourned.

Dr. Lewis moved to approve the Minutes of the Regular Monthly Meeting held on July 28, 2015 as published on September 11, 2015. Seconded by Mrs. Dysart, the motion passed by a unanimous roll call vote of the members present.

Mr. Campbell moved to approve the Minutes of the Regular Monthly Meeting held on August 25, 2015 as published on September 18, 2015. Seconded by Mr. Nicosia, the motion passed by a unanimous roll call vote of the members present.

Ms. Voitier presented the Personnel changes for the month of September 2015.

**ST. BERNARD PARISH SCHOOL BOARD
MINUTES OF SEPTEMBER 22, 2015**

**CHANGES FOR BOARD MEMBERS INFORMATIONAL PURPOSE ONLY:
PERSONNEL CHANGES - TEACHERS**

APPOINTMENTS

Stephanie Gelvin	Smith Elementary-Guidance Counselor (Temporary Assignment)
Jonathan Palazzolo	Andrew Jackson Middle-Special Education Teacher (Temporary Assignment)

MEDICALS

Amy Vandermeer	Arabi Elementary-Elementary Teacher (Karen Carpenter replaced Amy Vandermeer)
Alisha Atkinson	Davies Pre-School-Pre-K Teacher (Tia Andry replaced Alisha Atkinson)
Casey Ivory	Chalmette Elementary-Elementary Teacher (Sarah Augustine replaced Casey Ivory)
Hanna Sherlock	Chalmette Elementary-Elementary Teacher (Sarah Augustine replaced Hanna Sherlock)

FAMILY LEAVE

Aimee Whitesell	Chalmette High School-High School Teacher
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RESIGNATION

Jerri Watler	Smith Elementary-Guidance Counselor 9/4/15
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SUPPORT PERSONNEL

APPOINTMENTS

Rachel Wiltz	Chalmette High School-Custodian
Courtney Tregle	Transportation-Bus Driver
Amanda Turnage	Transportation-Bus Driver
Stacy Riley	Transportation-Bus Driver
Kristine Simon	St. Bernard Middle-Paraeducator
Emily Recker	Chalmette Elementary-Paraeducator

TRANSFERS

Phyllis Martinez	From Chalmette Elementary-Cafeteria Tech to Lacoste Elementary-Cafeteria Tech
Chantelle Patton	From Arabi Elementary-Paraeducator to Chalmette Elementary-12 Month School Secretary

RESIGNATIONS

Tina Dewint	Chalmette High School-Part-Time Cafeteria Tech 8/28/15
Carol Ann Jochum	Davies Pre-School-Paraeducator 9/17/15

With no recommendation from the Committee, Mrs. Asevedo moved to approve the Administration's request to solicit bids to clear the property for the new Meraux Elementary School. Seconded by Mrs. Dysart, the motion passed unanimously by a roll call vote of the members present.

With a recommendation from the Committee, Mrs. Asevedo moved to approve the Administration's recommendation to award General Liability, Auto and Legal Liability insurance to Louisiana Risk Management Agency (LARMA) at a cost of \$233,971.00 minus a 10% equity refund for a total of \$208,451.00 for the period October 1, 2015 through September 30, 2016. Seconded by Mrs. Lemoine, the motion passed by a unanimous roll call vote of the members present.

St. Bernard Parish School Board				
General Liability, Automobile, and Professional Liability Insurance				
2015 - 2016				
		LARMA (25K)	Princeton E&S Ins. Co.	AIX Specialty Insurance Company
	Agent	Richard Clements Insurance	Richard Clements Insurance	Clements Insurance Services
	Broker		Atlantic Specialty/RPS	Atlantic Specialty/RPS
	A.M. Best Rating	Not Rated	A+ XV	A XV
General Liability Information		Insurance w/ Deductible (25k)	Self Insured Retention (50k)	Self Insured Retention \$50,000/ AL \$55,000
A. Limits of Liability				
	Bodily Injury & Property Damage per Person	\$1,000,000	\$1,000,000	\$1,000,000
	Personal Injury/Advertising Injury	\$1,000,000	\$1,000,000	\$1,000,000
	Products/Completed Operations	\$1,000,000	\$1,000,000	\$1,000,000
	General Aggregate (excluding Sexual Abuse)	\$3,000,000	\$3,000,000	\$3,000,000
	Employee Benefits Liability	\$1,000,000	\$1,000,000	\$1,000,000
	Sexual Abuse/Molestation per Occurrence / Annual Aggregate	\$1,000,000 / \$1,000,000	\$1,000,000 / \$3,000,000	\$1,000,000 / \$3,000,000
	Herbicide/Pesticide Applicator	\$50,000	n/a	Included
B. Extensions:				
	Personal Injury/Advertising Injury Liability	Personal Injury/Advertising Injury Liability	Personal Injury/Advertising Injury Liability	Silent
	Incidental Medical Malpractice, including athletic trainers and school nurses	Included	Included	included
	Watercraft Liability (under 51' in length)	Included	Included	included
	Worldwide Territory	Worldwide Territory	Worldwide Territory	Worldwide Territory
	Athletic Participation			Silent
	Corporal Punishment			Corporal Punishment
	Limited Contractual Liability	Limited Contractual	Limited Contractual	Limited Contractual
	Host Liquor Liability	included	included	Included
	Broad definition of insured including board members	Included	Included	Included
	School field trips away from school premises	Included	Included	included
C. Major Exclusions:		Expected or Intended Bodily Injury	Expected or Intended Bodily Injury	Expected or Intended Bodily Injury

		Pollution	Pollution	Pollution
		Employment Practices Liability (covered under Section III)	Employment Practices Liability	Employment Practices Liability
		War	War	War
		Nuclear	Nuclear	Nuclear
		ERISA Liability	ERISA Liability	ERISA Liability
		Trampolines	Trampolines	Silent
		Terrorism	Terrorism	Terrorism
		Fungal Pathogens	Toxic / Asbestos / Pollution	Toxic / Asbestos / Pollution
		Inflatables	Silent	Silent
	D. Deductible / Retention per Occurrence (excluding Sexual Abuse)	\$25,000 per occurrence	\$50,000 per occurrence	\$50,000 per occurrence
	Deductible / Retention per Occurrence or Claim for Sexual Abuse	\$25,000 per occurrence	\$50,000 per claims made	\$50,000 Each Claim in Educators Legal Section
		Retroactive Date: Full Prior Acts	Retro date: 10 yrs/5yrs	Full Prior except EBL 10/01/2015
	Automobile Liability and Physical Damage covering owned, non-owned, and rented vehicles.			
	A. Limits of Liability:	\$1,000,000	\$1,000,000	\$1,000,000
	B. Deductible per Occurrence or Claim	\$25,000 per occurrence	\$55,000 per occurrence	\$55,000 per occurrence
	C. Uninsured / Underinsured Motorists	DECLINED	DECLINED	DECLINED
	D. Major Exclusions:	Bodily Injury to Employees	Bodily Injury to Employees	Bodily Injury to Employees
		Damage to property in the care, custody and control of the insured, with the exception of Garage Keepers Legal Liability	Damage to property in the care, custody and control of the insured,	CCC
	Professional Liability (Errors & Omissions)			
	A. Coverage is on a claims-made basis			
	B. Extensions:			
	Retroactive Date:	Retroactive Date: Full Prior Acts	Retro date: Full Prior Act / EBL 10-1-15	Retro date: Full Prior Act / EBL 10-1-15

		Coverage for legal actions arising out of hiring, firing, promotion or demotion	Coverage for legal actions arising out of hiring, firing, promotion or demotion	Coverage for legal actions arising out of hiring, firing, promotion or demotion
		Coverage for alleged violation of federal or state constitutional civil rights	Coverage for alleged violation of federal or state constitutional civil rights	Coverage for alleged violation of federal or state constitutional civil rights
		Discrimination Coverage for employee-related claims	Discrimination Coverage for employee-related claims	Discrimination Coverage for employee-related claims
		Employment Practice Liability	Employment Practice Liability	Employment Practice Liability
	C. Limits of Liability			
	Per Occurrence	\$1,000,000	\$1,000,000	\$1,000,000
	Annual Aggregate	\$1,000,000	\$3,000,000	\$3,000,000
	D. Deductible per Occurrence or Claim	\$15,000 per occurrence	\$50,000 per claims made	\$50,000 per claims made
	E. Major Exclusions:	Pollution	Pollution	Pollution
		Breach of Contract	Breach of Contract	Breach of Contract
		Defense costs for Breach of Contract	Defense costs for Breach of Contract	Defense costs for Breach of Contract
			Failure to provide individual education programs	Failure to provide individual education programs
	COST			
	Policy Premium	\$233,971	\$152,505	\$159,595
	Adjustments: LARMA Grant	\$25,590		
	(-)Third Party Claims Administrator (est.)		\$16,800	\$16,800
	Adjusted Total Net Premium	\$208,381	\$169,305	\$176,395
	Average payments in excess of 25,000 deductible		\$23,300	\$23,300
	Potential Estimated Total Cost	\$208,381	\$192,605	\$199,695
	Other Factors			
		Equity Balance after return - \$229,680	N/A	N/A
		No Rate Increase		
		Premium increase due to increase in students and employees		

			Equity Distribution		
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With a motion from Dr. Lewis and a second from Mr. Nicosia, the Board voted unanimously by a roll call vote of the members present to approve the Administration's request to authorize the Superintendent to sign the following required Louisiana Uninsured Motorist form.

The following resolution should be placed in the minutes of the St. Bernard Parish School Board held on September 22, 2015

RESOLUTION

Agenda Item 9B

Resolution authorizing the Superintendent to sign the required Louisiana Uninsured/Underinsured Motorist form reflecting the selection of or rejection of Uninsured/Underinsured Motorist Bodily Injury coverage

Dr. Henderson Lewis moved, and seconded by Mr. Ronald J. Nicosia to authorize the superintendent to sign the required Louisiana Uninsured/Underinsured Motorist form reflecting a selection of or rejection of Uninsured/Underinsured Motorist Coverage. This selection is applicable to Commercial Automobile Insurance Coverage for the period October 1, 2015 to October 1, 2016 as presented.

As recommended by the Committee and on motion of Mr. Long, seconded by Mr. Warner, the Board approved the Administration's request to advertise for bid for Spices and Seasonings (Class 2), Cereal, Dried Beans and Crackers (Class 3), Frozen Foods (Class 5), Meat and Meat Products (Class 6), Poultry and Eggs (Class 7), Seafood Products (Class 8) and Canned Goods (Class 9) for the period of January 1, 2016 to June 30, 2016 by a unanimous roll call vote of the Board members present.

With a recommendation from the Committee, Mr. Englande moved to approve the Administration's request to advertise for Telecommunication Services. Seconded by Mrs. Lemoine, the motion passed unanimously by a roll call vote of the members present.

On recommendation of the Committee, Dr. Lewis moved to approve the Administration's choice of Alphonso's Lawn Care for grass cutting of School Board Properties for a price of \$188,250.00 per year for a three year period. Seconded by Mr. Warner, the motion passed unanimously by a roll call vote of the members present.

**St. Bernard Parish School Board
Tabulation Grass Cutting**

Scoring Criteria	Totals Points					
	Alphonso's Lawn Care	B & K Contractors	Blazing Yellow	Dison	L & S Properties	Perfect Lawn Maintenance
Prior experience with comparable size clients (75 Points Max)	75	66	66	58	68	75
Staff and equipment to perform the requested services (150 Points Max)	150	150	150	150	150	150
Cost of services (75 points Max)	\$188,250	\$347,760	\$430,500	\$220,000	\$232,000	\$227,450
	75	42	33	63	60	63
Total Points Awarded (300 Points)	300	258	249	271	278	288

There were no items to be placed on the next agenda.

There were no recommendations from the Superintendent.

Mr. Warner, on a point of privilege, noted that he was excited to announce that the Chamette High School Alumni Association had recently presented a check for \$18,000.00 to the Chalmette High Band and Performers.

There being no further business to discuss, and on motion of Mr. Campbell, seconded by Mrs. Asevedo and passed by a unanimous voice vote, the meeting was adjourned.

Dr. Hugh C. Craft/s
Dr. Hugh C. Craft
President

Doris Voitier/s
Doris Voitier
Secretary