

## REGULAR MONTHLY MEETING SEPTEMBER 25, 2018

The St. Bernard Parish School Board met in a Regular Monthly Meeting on Tuesday, September 25, 2018 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, Mr. Clifford M. Englande, President, Mrs. Darleen P. Asevedo, Mr. Donald D. Campbell, Mr. William H. Egan, Mr. Carl W. Gaines, Jr., Mrs. Diana B. Dysart, Mr. Joseph V. Long, Mr. Shelton P. Smith and Mr. Sean K. Warner. Dr. Hugh C. Craft and Mrs. Katherine K. Lemoine were absent

No one appeared for Community Concerns.

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

## GENERAL COMMITTEE REPORT TUESDAY, SEPTEMBER 11, 2018

The St. Bernard Parish School Board met as a Committee of the Whole on Tuesday, September 11, 2018 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, , Mr. Clifford M. Englande President, Mrs. Darleen P. Asevedo, Mr. Donald D. Campbell, Mr. William H. Egan, Mr. Carl W. Gaines, Jr., Mrs. Diana B. Dysart, Mrs. Katherine K. Lemoine, Mr. Joseph V. Long, Sr. and Mr. Sean K. Warner. Dr. Hugh C. Craft and Mr. Shelton Smith were absent.

Mr. Englande welcomed Ms. Alex Schneider to present her Communication Report and "Super News". Ms. Schneider began her Communication Report coverage by showing the Board photos of recent print coverage in local papers and continued by highlighting social media campaigns of the last few months. Her next topic covered the schedule for featuring certain schools in particular months in Super News and on Facebook. This schedule included Board Members schedule for appearing in those school featured segments. For upcoming events she mentioned Owl Week at Chalmette High and asked the Board Members to consider being part of the judging for the Owl Week Art in the schools and then conclude the week by attending the Owl Week Pep Rally where Board Members would also assist in the judging of that contest. Ms. Schneider also invited Board Members to attend the upcoming Holy Cross vs. Chalmette High Football game at 7:00 p.m. on Friday, September 14, 2018. Following that game will be the annual Alumni Social in the Chalmette High School Cafeteria.

In Super News the following items were covered; The Annual Day of Reflection breakfast which served over 500 guests and featured the First Lady Donna Edwards and recent Alumni as speakers along with the theme of the districts strong Academics, Athletics and Art programs, students belonging to The Chalmette High Voices, the Legacy Jazz Ensemble, the CHS tech crew, the ambassadors, the servers, the cheerleaders and culinary students were thanked for their support during the breakfast, then a reminder about the September 14th Alumni Social after the Chalmette High vs Holy Cross

football game, JROTC being recognized as a distinguished unit for their service within the community, welcoming pre-school program students, Planetarium show dates and the recent quality report of the school district. President Cliff Englande made mention of how wonderful the recent Annual Day of Reflection was. The Committee thanked Ms. Schneider, Mr. Lemoine and Mr. Jackson for their hard work in assembling the video. Mr. Englande asked Mrs. Lemoine as Education Committee Chair to address the next agenda item. Mrs. Lemoine welcomed Mrs. Gena Asevedo to present information regarding the St. Bernard Storm Water Model at the Maumus Center. Mrs. Asevedo stated that this model was paid for by a grant that Parish Government received and donations from the architects Waggoner and Ball. She stated that this model is used to represent parish topography, the Mississippi River, the Great Wall of Louisiana and surge barriers and with this model many projections can be illustrated, especially in the areas of flooding situations, soil layers and how our protection systems work for us. Mrs. Asevedo was excited about the project and how it will be used in curriculum for the students.

Mr. Smith entered the meeting during the previous agenda item.

Mrs. Lemoine thanked Mrs. Asevedo for her presentation and shared her interest in the ways this model will be used. Many Committee Members expressed a desire to experience the model presentation.

Mrs. Lemoine next welcomed Superintendent Voitier, to address the agenda item concerning enrollment. Ms. Voitier provided the Committee with a handout that displays a comparison of 2017-18 and 2018-19 enrollment numbers. She noted that currently our enrollment is at 7707 which is a slight decrease in students since last year. See tables below for 2017 and 2018 comparisons.

ENROLLMENT NUMBERS – SEPTEMBER 8, 2017

School	Pre-K	K-5	6-8	9-12	Total
Arabi Elementary	79	559			638
Chalmette Elementary	58	504			562
Gauthier Elementary	58	491			549
Davies Elementary	96	632			728
Lacoste Elementary	97	636			733
Meraux Elementary	77	453			530
Smith Elementary	46	308			354
Andrew Jackson Middle			635		635
Trist Middle			691		691
St. Bernard Middle			331		331
Chalmette High				1904	1904
Rowley Alternative			33	58	91
Totals	511	3583	1690	1962	7746

## ENROLLMENT NUMBERS – SEPTEMBER 6, 2018

	Pre-K	K-5	6-8	9-12	Total
Arabi Elementary	75	505			580
Chalmette Elementary	57	483			540
Gauthier Elementary	58	480			538
Meraux Elementary	75	484			559
Davies Elementary	82	635			717
Lacoste Elementary	87	646			733
Smith Elementary	49	290			339
Andrew Jackson Middle			660		660
Trist Middle			714		714
St. Bernard Middle			290		290
Chalmette High				1968	1968
Rowley Alternative			33	36	69
Totals	483	3523	1697	2004	7707

Mrs. Lemoine next welcomed Mrs. Joni Blum to address the agenda item concerning the School Wellness Policy. Mrs. Blum explained that she will explain the School Wellness Policy that is addressed each year that promote approved child nutrition practices. The premise of these policies is to promote wellness for all students by creating a healthy school environment which educates about nutrition, physical activity, providing healthy snacks and offering healthy snacks for purchase, monitoring food and beverage marketing and sharing all these efforts with the public at large. This policy is developed by representatives from the entire school community and appears on the school district website under Food Services. Mrs. Blum passed out an example of smart snacks that are mandated by recent state legislation which limit salt, fat, sugars and caloric content in snacks. Mrs. Blum also mentioned additional nutrition education that is promoted in the classrooms in many ways including the use of dietetic interns from Tulane and through a Team Nutrition Grant that was awarded to Smith Elementary. Physical Education and widely advertised cafeteria menus were noted as also promoting the wellness policy.

Mrs. Lemoine thanked Mrs. Blum for her presentation. Committee Members congratulated Mrs. Blum on the fine job she does within the Food Service Department.

Mr. Long as Executive Committee Chair welcomed Mr. Granberry to present all Personnel Changes for September 2018. Mr. Long thanked Mr. Granberry for this presentation.

Mr. Egan, Chair of the Insurance Committee, welcomed Mr. Fernandez and Richie and Tim Clements, our insurance agents 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, 2018 through September 30, 2019.

Mr. Fernandez explained that quotes were requested from five other insurers. All declined quote for various reasons. Mr. Fernandez stated that the Administration's recommendation is to stay with the current provider, LARMA (Louisiana Risk Management Agency) for a price of \$205,552.00

minus the 10 % equity refund for a net premium of \$173,509.00. Mr. Fernandez stated that staying with LARMA has resulted in an equity balance of \$288,382.00. This surplus will result in a 10% equity refund toward the cost of insurance this year which amounts to \$32,043.00. Additionally he stated that LARMA allows the school district administration to have complete control over the settlement of claims. Mr. Fernandez addressed all questions and concerns regarding this matter from the Committee.

With a motion from Mr. Warner and a second from Mrs. Asevedo, 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, 2018 through September 30, 2019 with LARMA (Louisiana Risk Management Agency) for an adjusted total price of \$173,509.00.

**ROLL CALL VOTE:**

**YEAS:** Mrs. Asevedo, Mr. Campbell, Mr. Egan, Mr. Gaines, Mrs. Dysart, Mr. Englande, Mrs. Lemoine, Mr. Long, Mr. Smith, Mr. Warner

**NAYS:** None

**ABSENT:** Dr. Hugh Craft

Mrs. Dysart as chair of the Finance Committee next welcomed Mrs. Joni Blum to present 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, 2019 – June 30, 2019. Mr. Gaines moved to recommend the Board approve the above request. Seconded by Mr. Smith, the motion was approved unanimously by a roll call vote of the members present.

Under Superintendent's Recommendations Ms. Voitier stated that the opening of school was very smooth and things are going well. Also, she stated that feedback on the breakfast was very good. She shared thanks with all the student groups and employees who assisted in its success.

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

\*\*\*\*\*

Mr. Granberry next presented the Personnel changes for the month of September, 2018.

**ST. BERNARD PARISH SCHOOL BOARD  
MINUTES OF SEPTEMBER 25, 2018**

**CHANGES FOR BOARD MEMBERS INFORMATIONAL PURPOSE ONLY:**

**PERSONNEL CHANGES – TEACHERS**

**APPOINTMENTS**

James Barr	Andrew Jackson Middle-Elementary Teacher (Temporary Assignment 2018-2019)
Dulce Aguda	Meraux Elementary-Elementary Teacher (Temporary Assignment 2018-2019)
Dominic Clust	Chalmette High School-High School Teacher (Temporary Assignment 2018-2019)

**RESIGNATIONS**

Frank Canzoneri	Andrew Jackson Middle-Elementary Teacher 8/30/18
Jessica Vallelungo	Chalmette High Chalmette-Business Teacher 9/14/18
Timothy Borel	Chalmette High Chalmette-High School Teacher 9/17/18

**MEDICAL LEAVES**

Paige Costella	Davies Elementary-Elementary Teacher
Lauren Blackwell	Trist Middle-Elementary Teacher
Maria Genovese	Gauthier Elementary-Elementary Teacher (Brittani Schneider replaced Maria Genovese)
Kevin Loria	Chalmette High School-High School Teacher (Vincent Guttuso replaced Kevin Loria)
Donna Calato	St. Bernard Middle-Librarian

**SUPPORT PERSONNEL**

**APPOINTMENTS**

Amber Loze	Lacoste Elementary-Paraeducator
Donna Fenney	Chalmette Elementary-Paraeducator
Myesha Johnson	Smith Pre-School-Paraeducator
Brittany Christoff	Transportation-Bus Driver

**TRANSFERS**

Barbara Cosse	From Transportation-Bus Driver to Maintenance-Maintenance II
Randi Elder	From Smith Pre-School-Paraeducator to Smith Elementary-12 Month School Secretary

**MEDICAL LEAVES**

Susan Schwab	Transportation-Bus Rider
Donna Estaves	Gauthier Elementary-Cafeteria Manager
Tiffany Lala	Lacoste Elementary-Paraeducator

**FAMILY LEAVE**

Helen Wendling	Arabi Elementary-Custodian
----------------	----------------------------

With a recommendation from the Committee, Mr. Campbell 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 \$205,552.00 minus a 10% equity refund of \$32,043.00 for a total of \$173,509.00 for the period October 1, 2018 through September 30, 2019. Seconded by Mr. Smith, 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**  
**2018 - 2019**

	2016 - 2017	2017 - 2018	2018 - 2019
	LARMA (25K)	LARMA (25K)	LARMA (25K)
<b>Agent Broker</b>	<b>Clements Insurance Services</b>	<b>Clements Insurance Services</b>	<b>Clements Insurance Services</b>
<b>A.M. Best Rating</b>	<b>Not Rated</b>	<b>Not Rated</b>	<b>Not Rated</b>
<b>General Liability Information</b>	<b>Insurance w/ Deductible (25k)</b>	<b>Insurance w/ Deductible (25k)</b>	<b>Insurance w/ Deductible (25k)</b>
<b>A. Limits of Liability</b>			
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 / \$1,000,000
Herbicide/Pesticide Applicator	\$50,000	\$50,000	\$50,000

**B. Extensions:**

Personal Injury/Advertising Injury Liability	Personal Injury/Advertising Injury Liability	Personal Injury/Advertising Injury Liability
Incidental Medical Malpractice, including athletic trainers and school nurses	Incidental Medical Malpractice, including athletic trainers and school nurses	Incidental Medical Malpractice, including athletic trainers and school nurses
Watercraft Liability (under 51' in length)	Watercraft Liability (under 51' in length)	Watercraft Liability (under 51' in length)
Worldwide Territory	Worldwide Territory	Worldwide Territory
Athletic Participation	Athletic Participation	Athletic Participation
Corporal Punishment	Corporal Punishment	Corporal Punishment
Limited Contractual Liability	Limited Contractual Liability	Limited Contractual Liability
Host Liquor Liability	Host Liquor Liability	Host Liquor Liability
Broad definition of insured including board members	Broad definition of insured including board members	Broad definition of insured including board members
School field trips away from school premises	School field trips away from school premises	School field trips away from school premises



<b>C. Major Exclusions:</b>		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 (covered under Section III)	Employment Practices Liability (covered under Section III)
		War	War	War
		Nuclear	Nuclear	Nuclear
		ERISA Liability	ERISA Liability	ERISA Liability
		Trampolines	Trampolines	Trampolines
		Terrorism	Terrorism	Terrorism
		Fungal Pathogens	Fungal Pathogens	Fungal Pathogens
		Inflatables	Inflatables	Inflatables
	<b>D. Deductible / Retention per Occurrence</b> <b>(excluding Sexual Abuse)</b>	<b>\$25,000 per occurrence</b>	<b>\$25,000 per occurrence</b>	<b>\$25,000 per occurrence</b>
	<b>Deductible / Retention per Occurrence or Claim</b> <b>for Sexual Abuse</b>	<b>\$25,000 per occurrence</b>	<b>\$25,000 per occurrence</b>	<b>\$25,000 per occurrence</b>
		<b>Retroactive Date: Full Prior Acts</b>	<b>Retroactive Date: Full Prior Acts</b>	<b>Retroactive Date: Full Prior Acts</b>
<b>Automobile Liability and Physical Damage covering owned, non-owned, and rented vehicles.</b>				
<b>A. Limits of Liability:</b>		\$1,000,000	\$1,000,000	\$1,000,000
<b>B. Deductible per Occurrence or Claim</b>		<b>\$25,000 per occurrence</b>	<b>\$25,000 per occurrence</b>	<b>\$25,000 per occurrence</b>

<b>C. Uninsured / Underinsured Motorists</b>		DECLINED	DECLINED	DECLINED
<b>D. Major Exclusions:</b>	Bodily Injury to Employees	Bodily Injury to Employees	Bodily Injury to Employees	
	Damage to property in the care, custody and control of the insured,	Damage to property in the care, custody and control of the insured,	Damage to property in the care, custody and control of the insured,	
	with the exception of Garage Keepers Legal Liability	with the exception of Garage Keepers Legal Liability	with the exception of Garage Keepers Legal Liability	
<b>Professional Liability (Errors &amp; Omissions)</b>				
<b>A. Coverage is on a claims-made basis</b>				
<b>B. Extensions:</b>				
	<b>Retroactive Date:</b>	<b>Retroactive Date: Full Prior Acts</b>	<b>Retroactive Date: Full Prior Acts</b>	<b>Retroactive Date: Full Prior Acts</b>
		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
<b>C. Limits of Liability</b>				
	Per Occurrence	\$1,000,000	\$1,000,000	\$1,000,000
	Annual Aggregate	\$1,000,000	\$1,000,000	\$1,000,000
<b>D.</b>	<b>Deductible per Occurrence or Claim</b>	<b>\$15,000 per occurrence</b>	<b>\$15,000 per occurrence</b>	<b>\$15,000 per occurrence</b>
<b>E. Major Exclusions:</b>				
		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
<b>COST</b>				
	<b>Policy Premium</b>	<b>\$228,227</b>	<b>\$203,100</b>	<b>\$205,552</b>
	<b>Adjustments: LARMA Grant</b>	<b>\$27,087</b>	<b>\$30,667</b>	<b>\$32,043</b>
	<b>(-)Third Party Claims Administrator (est.)</b>			
	<b>Adjusted Total Net Premium</b>	<b>\$201,140</b>	<b>\$172,433</b>	<b>\$173,509</b>
	<b>Percent Increase / Decrease</b>	<b>-3.47%</b>	<b>-14.27%</b>	<b>0.62%</b>
<b>Potential Estimated Total Cost</b>		<b>\$201,140</b>	<b>\$172,433</b>	<b>\$173,509</b>

Other Factors				
		Equity Balance after return - \$243,779	Equity Balance after return - \$276,002	Equity Balance after return - \$288,382
			Includes Specialty Contingency Risk (Sandy Hook / Columbine) and Cyber Liability Coverage	Cyber Liability Coverage
		No Rate Increase	No Rate Increase	No Rate Increase
		Equity Distribution	Equity Distribution	Equity Distribution

With a motion from Mr. Gaines and a second from Mrs. Dysart, 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.

**Louisiana Public Schools Risk Management Agency**  
**Uninsured/Underinsure Motorists Bodily Injury Resolution**

The following resolution should be placed in the minutes of the St. Bernard Parish School Board held on September 25, 2018

**RESOLUTION**

**Agenda Item 7B**

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

Mr. Carl Gaines, Jr. moved, and seconded by Mrs. Diana Dysart 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, 2018 to October 1, 2019 as presented.

\*\*\*\*\*

As recommended by the Committee and on motion of Mrs. Dysart , seconded by Mr. Smith, 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, 2019 to June 30, 2019 by a unanimous roll call vote of the Board members present.

There was a request by President Englande to place on the agenda of the next Committee meeting the recently awarded Project AWARE Grant.

Under Superintendent's recommendations the Superintendent noted that recently Chalmette High experienced a very successful Owl Week.

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.

---

CLIFFORD M. ENGLANDE  
PRESIDENT

---

DORIS VOITIER  
SECRETARY