

## REGULAR MONTHLY MEETING SEPTEMBER 24, 2019

The St. Bernard Parish School Board met in a Regular Monthly Meeting on Tuesday, September 24, 2019 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, Mr. Donald D. Campbell, Mr. William H. Egan, Ms. Carly C. Jackson, Mrs. Katherine K. Lemoine, Mrs. Diana B. Dysart, Mr. Joseph V. Long, Mr. Shelton P. Smith, Mr. Sean K. Warner and Mrs. Rosiland R. White. Mrs. Darleen P. Asevedo was absent

Mr. Englande introduced a few members of the audience, they were Mr. Felix Caserta, a teacher at Trist and Ms. Brittany Field, a teacher at Lacoste Elementary, who are observing the meeting tonight as part of a class titled School Governance. Mr. Englande welcomed the pair of teachers to the meeting.

Mr. Englande next invited Ms. Voitier to share information regarding School Lockdown Drills. Ms. Voitier referred to the legislation RS 17:416.16 which requires school staffs to review their crisis management and response plans and make all necessary revisions. She further stated that within the first 30 days of school each principal conducted a safety drill and submitted a written report to the Superintendent summarizing the details of the drill. Ms. Voitier answered all questions of the Board.

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. Smith, the motion passed unanimously by a roll call vote of the members present.

## GENERAL COMMITTEE REPORT TUESDAY, SEPTEMBER 10, 2019

The St. Bernard Parish School Board met as a Committee of the Whole on Tuesday, September 10, 2019 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, Mrs. Katherine K. Lemoine, Mrs. Diana B. Dysart Mr. Joseph V. Long, Sr., Mr. Shelton P. Smith, Mr. Sean K. Warner and Mrs. Rosiland R. White. Ms. Carly Jackson was absent.

Mr. Englande began by acknowledging some special guests in the audience in the Board chambers, they are Judge Kim Jones, council woman Wanda Alcon and Assistant DA Mr. Danny Dysart.

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 sharing social media highlights. Additional information included providing dates of upcoming events for the next few months and providing a copy of the School District's Quality Report. At this time Ms. Schneider introduced Ms. Lauren Moppen who is a 2016 Graduate of Chalmette High and now a senior at Dillard University and a

## Communications major who will be interning with the Men Of PEN doing Video Production

In Super News the following items were covered; The Annual Day of Reflection Breakfast which served over 500 guests and involved over 100 students who took part in this celebration showcasing the people and programs in our schools with a theme of CONNECTION that focused on strong relationships with our community partners, the recent receipt of the GFOA and ASBO awards for Excellence in Financial Reporting for the 26<sup>th</sup> consecutive year, the opening of the football and volleyball season for Chalmette High, CHS Alumni Social after the upcoming Holy Cross/CHS Football Game with an additional reunion of alumni band members being part of the game time fun, St. Bernard Reading Association member recruiting, Arabi Elementary to participate in the Old Arabi Sugar Festival, Two School Board Members gathered at the Governor's Mansion to thank Community leaders for their dedicated service and commitment to the communities they service, Chalmette High hosted it's Breakfast of Champions honoring students for academic achievement, perfect attendance and positive leadership, the Quality Report for the school district, reminder to drive safely with the students now in school and a suggestion to check the website for new Maumus Center Planetarium show time dates.

The Committee thanked Ms. Schneider, Mr. Lemoine and Mr. Jackson for their hard work in assembling the video.

Mr. Englande next welcomed Ms. Cheramie Kerth, the Special Education Services Supervisor, to present information about their newest community partner, the St. Bernard Autism Awareness Krewe. This initiative comes in the form of a \$10,000 donation to provide sensory go bags that provide tools with the specific needs of each student which will assist in making each student more successful in the classroom, their homes and their community. Ms. Kerth provided the Committee with examples of these sensory tools so that the Committee might understand the importance of these items to the students.

Board Members for the St. Bernard Autism Awareness Krewe were introduced to present the donation check, they are; Mr. Danny Dysart, Wanda Alcon, Cheryl Lay, Kim Jones and Alvin Jones, other members who were not able to make tonight's meeting are Robert Lay and Lisa Borne. Mr. Dysart stated that the mission of the Autism Awareness Krewe is to assist St. Bernard families impacted by autism by providing opportunities for resources in education which begins with the sensory go bags and extends to educational resources for parents in the form of a speaker series which begins tomorrow with Dr. Michael Norman from the LSU Human Development Center at Docville. He noted that anyone interested in pursuing information or participation with the Autism Krewe can do so on their website [stbautismkrewe.org](http://stbautismkrewe.org). The check was then presented to the Committee. Ms. Kerth noted that this donation will fund over 250 sensory go bags.

Committee members thanked the Board Members of the St. Bernard Autism Awareness Krewe for their donation and their efforts in assisting with students and parent education.

Mr. Englande next welcomed Ms. Kayla Russell, a kindergarten teacher at Gauthier Elementary School of the St. Bernard Reading Council and Ms. Tessie White-Stein, current President of the St. Bernard Reading Association and is a Coordinator for the school district. Ms. White-Stein and Ms. Russell 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.

Ms. White-Stein highlighted the upcoming activities of the Reading Council and encouraged all Board members to join the organization. Ms. White-Stein 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 literacy.

Mr. Englande thanked Ms. White-Stein and Mrs. Russell for coming to the meeting tonight and for their efforts in promoting reading.

Mr. Warner as Education Committee Chair next welcomed Superintendent Voitier, to address the agenda item concerning enrollment. Ms. Voitier provided the Committee with a handout that displays the September 9, 2019 enrollment numbers. She noted that currently our enrollment is at 7956 which is a slight increase in students since last year. See table below.

**St. Bernard Parish Public Schools  
Enrollment Numbers – September 9, 2019**

<b>School</b>	<b>Pre-K</b>	<b>K-5</b>	<b>6-8</b>	<b>9-12</b>	<b>Total</b>
<b>Arabi Elementary</b>	<b>77</b>	<b>518</b>			<b>595</b>
<b>Chalmette Elementary</b>	<b>80</b>	<b>464</b>			<b>544</b>
<b>Gauthier Elementary</b>	<b>58</b>	<b>471</b>			<b>529</b>
<b>Meraux Elementary</b>	<b>80</b>	<b>516</b>			<b>596</b>
<b>Davies Elementary</b>	<b>68</b>	<b>602</b>			<b>670</b>
<b>Lacoste Elementary</b>	<b>86</b>	<b>617</b>			<b>703</b>
<b>Smith Elementary</b>	<b>54</b>	<b>300</b>			<b>354</b>
<b>Andrew Jackson Middle</b>			<b>704</b>		<b>704</b>
<b>Trist Middle</b>			<b>783</b>		<b>783</b>
<b>St. Bernard Middle</b>			<b>331</b>		<b>331</b>
<b>Chalmette High</b>				<b>1989</b>	<b>1989</b>
<b>Rowley Alternative</b>			<b>55</b>	<b>103</b>	<b>158</b>
<b>Totals</b>	<b>503</b>	<b>3488</b>	<b>1873</b>	<b>2092</b>	<b>7956</b>

Mr. Warner next welcomed Ms. Joni Blum to address the agenda item concerning the Child Nutrition Program Update. To begin Ms. 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. For her program update Ms. Blum explained that this year the United States Department of

Agriculture policies and funding are allowing for some new flexibilities within the Child Nutrition Program regarding milk, whole grains and sodium requirements. Ms. Blum stated that enriched rice and enriched pasta will be used while sodium levels will stay on Target 1 with milk being allowed to be 1% fat and fat free flavored and unflavored. Ms. Blum also reiterated that while all of our elementary and middle schools are afforded free lunch the high school students still have to submit free lunch applications which she is happy to note are now on line which makes it easier for parents to access. As far as the wellness policy, Ms. Blum states it will be revisited during meetings scheduled for this year including the wellness policy surveys that are taken yearly. Those findings will be reviewed and implemented as necessary.

In addition to the above nutrition opportunities Ms. Blum stated that there is the Team Nutrition Grant which has been awarded to Smith Elementary for a class herb garden and also at Smith Elementary is the Fresh Fruit and Vegetable Grant which allows for an afternoon snack after lunch for the students of the school. Ms. Blum closed by inviting Committee Members to visit the school cafeterias anytime.

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

Mrs. Dysart as Executive Committee Chair asked Ms. Voitier to present all Personnel Changes for September 2019. Ms. Dysart thanked Ms. Voitier for this presentation.

Mrs. Dysart took a point of privilege to congratulate Ms. Erin Granberry Johnston, a teacher at Davies Elementary, who was featured at the Saints Game on Monday night as teacher of the week.

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, 2019 through September 30, 2020.

Mr. Fernandez explained that quotes were requested from five other insurers. All declined to 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 \$208,194.00 minus the 10 % equity refund for a net premium of \$184,452.00. Mr. Fernandez stated that staying with LARMA has resulted in an equity balance of \$292,813.00. This surplus will result in a 10% equity refund toward the cost of insurance this year which amounts to \$23,742.00. 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. Englande 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, 2019 through

September 30, 2020 with LARMA (Louisiana Risk Management Agency) for an adjusted total price of \$184,452.00.

ROLL CALL VOTE:

- YEAS:

Mrs. Asevedo, Mr. Campbell, Mr. Egan, Mrs. Lemoine, Mrs. Dysart, Mr. Englande, Mr. Long, Mr. Smith, Mr. Warner and Mrs. White
- NAYS:

None
- ABSENT:

Ms. Carly Jackson

Under Superintendent’s Recommendations Ms. Voitier stated that schools are required within the first 30 to 60 days of school to have lockdown drills. At the regular meeting Ms. Voitier will do a presentation on the results of those drills. Ms. Voitier also invited everyone to the September 20, 2019 Chalmette High vs. Holy Cross Football game which at the end of the game will be an Alumni Social. 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. Asevedo and passed by a unanimous voice vote of the members present, the meeting was adjourned.

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Ms. Voitier next presented the Personnel changes for the month of September, 2019.

**ST. BERNARD PARISH SCHOOL BOARD**  
**MINUTES OF SEPTEMBER 24, 2019**

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

**PERSONNEL CHANGES – TEACHERS**

**APPOINTMENT**

Michelle Lakhotia

Trist Middle-Elementary Teacher  
(Temporary Assignment 2019-2020 School Year)

**MEDICAL LEAVES**

Jillian Chrisman

Chalmette High School-High School Teacher

Tana-Rae Kramer

Gauthier Elementary-Elementary Teacher  
(Lesley Campo is replacing Tana-Rae Kramer)

**RESIGNATION**

Shelby Baird

Meraux Elementary-Special Education Teacher  
10/11/19

**SUPPORT PERSONNEL**

**APPOINTMENTS**

Tiffany Braden	Meraux Elementary-Custodian
Mariah Ranko	Smith Pre-School-Paraeducator
Dawn Derischebourg	Transportation-Bus Driver
Michelle Murphy	Davies Elementary-Custodian

**TRANSFERS**

Sharon Bruno	From Chalmette Elementary-Part-Time Cafeteria Tech to Trist Middle-Part-Time Cafeteria Tech
Elisha LaFrance	From Trist Middle-Part-Time Cafeteria Tech to Chalmette High School-Cafeteria Tech
Cynthia Dotson	From St. Bernard Middle-Part-Time Cafeteria Tech to Gauthier Elementary-Custodian

**MEDICAL LEAVES**

Beverly Brumfield	Lacoste Elementary-Custodian
Joyce Lopez	Transportation-Bus Driver
Alisha Hemstreet	Meraux Elementary-Paraeducator
Carolyn Greco	Maintenance-Custodial Foreman
Jennifer Guerra	Chalmette High School-Paraeducator

**RESIGNATION**

Mariah Ranko	Arabi Elementary-Paraeducator Deaf Blind Intervener 8/30/19
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With a recommendation from the Committee, Mr. Smith 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 \$208,194.00 minus a 10% equity refund of \$23,742.00 for a total of \$184,452.00 for the period October 1, 2019 through September 30, 2020. Seconded by Mrs. Dysart, 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**

**2019 - 2020**

	2017 - 2018	2018 - 2019	2019 - 2020
	LARMA (25K)	LARMA (25K)	LARMA (25K)
Agent Broker	Clements Insurance Services	Clements Insurance Services	Clements Insurance Services
A.M. Best Rating	Not Rated	Not Rated	Not Rated
General Liability Information	Insurance w/ Deductible (25k)	Insurance w/ Deductible (25k)	Insurance w/ Deductible (25k)
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 / \$3,000,000	\$1,000,000 / \$3,000,000	\$1,000,000 / \$3,000,000
Herbicide/Pesticide Applicator	\$50,000	\$50,000	\$50,000

<b>B. Extensions:</b>			
	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 (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>		<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>
<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>		<b>DECLINED</b>	<b>DECLINED</b>	<b>DECLINED</b>
<b>D. Major Exclusions:</b>		<b>Bodily Injury to Employees</b>	<b>Bodily Injury to Employees</b>	<b>Bodily Injury to Employees</b>

		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, with the exception of Garage Keepers Legal Liability	Damage to property in the care, custody and control of the insured, with the exception of Garage Keepers Legal Liability
Professional Liability (Errors & Omissions)				
A. Coverage is on a claims-made basis				
B. Extensions:				
Retroactive Date:		Retroactive Date: Full Prior Acts	Retroactive Date: Full Prior Acts	Retroactive Date: Full Prior Acts
		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	\$1,000,000	\$1,000,000
D.	Deductible per Occurrence or Claim	\$15,000 per occurrence	\$15,000 per occurrence	\$15,000 per occurrence	\$15,000 per occurrence
E. Major Exclusions:		Pollution	Pollution	Pollution	Pollution
		Breach of Contract	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	Defense costs for Breach of Contract
COST					
		Policy Premium	\$203,100	\$205,552	\$208,194
		Adjustments: LARMA Grant (-)Third Party Claims Administrator (est.)	\$30,667	\$32,043	\$23,742
		Adjusted Total Net Premium	\$172,433	\$173,509	\$184,452
		Percent Increase / Decrease	-14.27%	0.62%	6.30%
Potential Estimated Total Cost		\$172,433	\$173,509	\$184,452	\$184,452
Other Factors					
		Equity Balance after return - \$276,002	Equity Balance after return - \$288,382	Equity Balance after return - \$292,813	Equity Balance after return - \$292,813

	<b>Includes Specialty Contingency Risk (Sandy Hook / Columbine) and Cyber Liability Coverage</b>	<b>Includes Cyber Liability Coverage</b>	<b>Includes Cyber Liability Coverage</b>
	<b>No Rate Increase</b>	<b>No Rate Increase</b>	<b>No Rate Increase</b>
	<b>Equity Distribution</b>	<b>Equity Distribution</b>	<b>Equity Distribution</b>

With a motion from Mrs. Lemoine and a second from Mr. Smith, 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 24, 2019

**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

Ms. Katherine Lemoine moved, and seconded by Mr. Shelton Smith 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, 2019 to October 1, 2020 as presented.

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Under Superintendent’s recommendations the Superintendent noted that we experienced a very good opening of school. Mr. Englande thanked the CHS Alumni for their open house after the Chalmette High vs. Holy Cross game.

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

Clifford M. Englande/s  
CLIFFORD M. ENGLANDE  
PRESIDENT

Doris Voitier/s  
DORIS VOITIER  
SECRETARY