

May 10, 2016

DATE, TIME, PLACE OF MEETING

The Calcasieu Parish School Board meeting was held in the Board Room of the Calcasieu Parish School Board, located at 3310 Broad Street, Lake Charles, Louisiana, 70615, on May 10, 2016, at 5:00 p.m.

The meeting was called to order by John Duhon, President. The prayer was led by Annette Ballard and the Pledge of Allegiance was led by Tamia Grant, a student at DeQuincy High School.

ROLL CALL

The roll was called by Superintendent Bruchhaus and the following members were present: Mack Dellafosse, Billy Breaux, John Duhon, Chad Guidry, Chuck Hansen, Dean Roberts, Aaron Natali, Fredman Hardy, Glenda Gay, Annette Ballard, Ron Hayes, Eric Tarver, Alvin Smith, Damon Hardesty, and Wayne Williams.

APPROVAL OF MINUTES

Mr. Dellafosse with a second by Mr. Guidry, offered a motion to approve the Minutes of April 12, 2016. The motion carried.

PRESENTATIONS

A. Jamey Rasberry, Director, LCMH Sports Medicine, presented the quarterly report.

B. Students of the Year/Matt Rion/STEPS Coordinator

Elementary School Division Winner, Jake Cannon Brown, Cypress Cove Elementary

Elementary School Division Runner-Up, Jacob Jerome St. Mary, T.S. Cooley Elementary

Middle School Division and Regional Winner, Austin Lloyd Dellafosse, S.J. Welsh Middle

Middle School Division Runner-Up, Kallan Elise Conner, Bell City High

High School Division and Regional Winner, Cade Aaron Herman, Sulphur High

High School Division Runner-Up, Emma Noelle Griffin

C. Principals of the Year/Matt Rion/STEPS Coordinator

Elementary School Division, Laura LeDoux, E.K. Key Elementary

Middle School Division, Gena Granger, Vinton Middle

High School Division, Craig Neal, DeQuincy High

SUPERINTENDENT'S REPORT

Mr. Bruchhaus gave the following report:

All board members have received their April, 2016, Head Start report:

May 10, 2016

Enrollment – 447 - Waiting List – 161

Submitted the Head Start Continuation Grant for 2016-2017

Continuous recruitment and screening for 2016-2017 is in process at sites

Registration of staff to attend the Head Start Region 6 – Conference – Baton Rouge

Staff will participate in CPR and Kagan Training this month

All board members have received a copy of the April school population report.

Current sales tax numbers for our general fund which show April, 2016, collections at \$ 1,909,884 over budget for the month. For the 2015-2016 year, collections are \$18,782,625 over budget. Collections for the full year are \$14,031,990 over the same ten months last year.

This report does not include the new ½ cent sales tax, which is \$3,490,198 over budget in its first ten months.

CLEP—College Level Examination Program

We have a new lab at LCBA with 309 tests administered – 202 passed, which is a 65% pass rate. 183 students received credit for 1st College English – saving tuition and time. We also get points for our high school accountability index.

Presentation of new promotional videos that will run on KPLC, as an introduction to our upcoming Job Fair on May 25.

COMMITTEE REPORTS

Long Range Planning Committee, April 7, 2016, Mack Dellafosse, Chair

Mr. Dellafosse gave the following report, which was information only and no action taken. The meeting was a continuation of the agenda from March 15, 2016.

The Calcasieu Parish School Board Long Range Planning Committee meeting was held in the Board Room of the Calcasieu Parish School Board, located at 3310 Broad Street, Lake Charles, Louisiana, 70615, on April 7, 2016, at 5:00 p.m.

The meeting was called to order by Mack Dellafosse, Committee Chair. A prayer was led by Alvin Smith and the Pledge of Allegiance was led by Mack Dellafosse.

May 10, 2016

The roll was called by Superintendent Bruchhaus and the following committee members were present: Fred Hardy, Glenda Gay, Annette Ballard, Ron Hayes, Mack Dellafosse, Eric Tarver, Max Caldarera, Alvin Smith, Chad Guidry, Billy Breaux, and John Duhon.

Mr. Natali and Mr. Williams arrived after the roll was called.

Absent: Dean Roberts and Chuck Hansen.

Update on Short and Long Range Goals

Short Range:

Uniform School Safety Issues

Salary Schedule Corrections and Inequities

Facility Financing/Bonding

Long Range

Alternative School Plan

Ronnie Harvey, CPAS Principal, Dr. Felecia Coleman, Positive Connections Principal, and Dr. Betty Washington, Director of Alternative Programs/SPED, spoke to the committee regarding space and facility issues at Positive Connections and CPAS. Mr. Bruchhaus discussed a proposed second site at the old D.S. Perkins building for alternative schools, due to the upcoming bridge re-construction.

Employee Pharmacy/Medical Clinic

Skylar Giardina, Risk Manager, presented information on this proposal.

All agenda items were discussion items for further study by staff; there was no action taken.

On a motion to adjourn by Mr. Breaux and a second by Mr. Hayes, the meeting was adjourned at 6:56 p.m.

C&I Committee, April 26, 2016, Annette Ballard, Chair

Mrs. Ballard gave the following report:

The Calcasieu Parish School Board Curriculum and Instruction Committee met Tuesday, April 26th, 2016 in the Board Room, 3310 Broad Street, Lake Charles, Louisiana.

Committee Members Present: Annette Ballard; Chair, Chuck Hansen, Vice

May 10, 2016

Chair, Fred Hardy, Ron Hayes, Dean Roberts, Eric Tarver, Alvin Smith.
Other Board Members Present: Damon Hardesty, John Duhon, Glenda Gay,
Aaron Natali, Wayne Williams, Chad Guidry

The C&I Committee Meeting was called to order by Annette Ballard, Chairman. A quorum was present. The prayer was led by Fred Hardy and Ron Hayes led the pledge of allegiance.

Mr. Campbell began by explaining that presentations would be given by the nine Focus Schools and would center on new initiatives that have been put into place at each school to address school performance. Michelle Joubert, Principal at J.J. Johnson, began the elementary presentation by showing the growth in Literacy at her school from using the K-2 Core Knowledge Language Arts program. Next Jessica Rivero, an Elementary Consultant, spoke about how teachers from each Focus school in grades 3-5 were using the Focused Reading Interventions Program to target deficits and gaps in literacy instruction and provide strategies to improve academic vocabulary. Pam Bell, Principal of J D Clifton, shared that the information gained at the monthly administrators meetings along with opportunity to network with peers and the C&I staff is helping them to focus on improving student achievement through data-driven discussions. Dr. Chasity Jenkins, Principal of Brentwood Elementary, spoke about visits she and representatives from other Focus Schools made to high performing elementary schools in South Crowley and Jeanerette that have similar demographics as our Focus schools. She reported on the curriculum, instructional strategies, and programs each of these schools have used to increase their school's performance scores and how they are being integrated into our Focus Schools. Next Mildred Smith, Principal Combre Fondel, went over their plans to improve the Washington Marion Feeder School Cluster by continuing the Literacy Initiative alignment with the other feeder schools, along with training to increase parent involvement, and summer tutoring opportunities. Mrs. Smith emphasized the support the Elementary Dept. and consultants have provided with Leadership PLC's and continuous professional development.

Next Carolyn Thomas-Clark, School Improvement Facilitator, explained the four Initiatives middle schools were focusing on. These include lower-teacher/pupil ratio, additional RTI teachers, additional teacher leader support, and use of advanced technology. The Oak Park Middle School Team made up of April Gonzales, ELA Lead Teacher, Kathrin Caldwell, STEM Teacher, Rathnanjali Bolli, Math Teacher, Lataine Fleming, Progress Instructional Coach talked about how the newly implemented curriculum along with effective RTI has increased the school's DCA test scores. The Molo Middle Team made up of Trudie Yokum, Curriculum Coordinator and Shonna Anderson; Principal presented data showing how the Achieve3000 has greatly improved their Lexile growth. Julian Guillory, Assistant Principal at F.K. White, presented New Technology supports for students that will be offered through summer camps and ways their program will expand advanced technology courses. Future plans for the Middle School

May 10, 2016

Department include district PLC sessions, in-services, and ELA alignment with Oak Park Middle.

Jackie Shelton, Principal Washington Marion, Jessie Unkle, Assistant Principal Washington Marion, Rico Guillory, Principal LaGrange, and Melissa Enright, Assistant Principal LaGrange, reported on initiatives they have implemented to increase their ACT scores, EOC scores, Graduation Index, and Graduation Cohort Rates. Both schools have implemented Work Keys and ACT Boot Camps to help raise their scores. RTI Rotations have provided additional support for EOC testing. Data was presented showing CLEP testing, Advanced Placement, and Dual Enrollment courses are increasing the number of students who are college ready. The LOSFA grant allows seniors to take campus tours and promotes initiatives to increase college attendance. CFES (College for Every Student) provides high-needs schools with resources that focus on improving school culture and increasing graduation rates. The Progress Project offers professional development and New Teacher support with summer workshops and start of the year camps.

All of the above was information only; no action required.

Mr. Campbell then presented the C&I Committee with a recommendation to shift 504 duties away from school counselors to the Pupil Appraisal Department. The rationale was that so many responsibilities, such as standardized testing, 504 evaluations, and Jump Start have been added in recent years, that the time counselors actually spend counseling students has greatly diminished. In addition, the staff at Pupil Appraisal is uniquely qualified to support schools in the 504 screening and evaluation process and will bring a higher level of consistency to the district when it comes to identifying students in need of 504 services.

A motion was made by Eric Tarver and seconded by Chuck Hansen to accept the 504 recommendation.

On behalf of the committee, Mr. Tarver offered the motion to accept the recommendation to hire up to 6 specialists in the Pupil Appraisal Department to support the schools in 504 screening and evaluations. A second was not needed.

Submitting blue cards to speak to the Board:

Mike Hill

Terri Shaw

May 10, 2016

**Victoria McMillin
Emily Williams**

**After much discussion, Mr. Hansen called the question;
Mr. Roberts seconded. The motion passed.**

**On the motion to add up to 6 screening specialists to the
Pupil Appraisal Department, the motion carried with 2
nay votes.**

There being no further business to discuss, the meeting adjourned at 7:00 pm.

A&P Committee, April 26, 2016, Eric Tarver, Chair

Mr. Tarver gave the following report:

The Calcasieu Parish School Board Budget/Fiscal Management Committee met at 7:07 p.m., Tuesday, April 26, 2016 in the Board Room, 3310 Broad Street, Lake Charles, Louisiana. A quorum was present.

Present: Eric Tarver - Chairman, Fred Hardy - Vice Chairman, committee members Annette Ballard, Glenda Gay, Chad Guidry, Ron Hayes, Aaron Natali Dean Roberts, Alvin Smith, Damon Hardesty, Wayne Williams and the secretary, Shannon LaFargue. Board member John Duhon was also present.

Not present: Chuck Hansen

Mr. Tarver called the meeting to order and Mr. LaFargue introduced the first item on the agenda: Board procedures for selection of agenda items.

John Duhon made a motion seconded by Mr. Guidry for a board member to add an item on the agenda, they would need to get (4) four other board members to agree with them before the item could be added to the agenda. Then, Mr. Bruchhaus or his staff would disseminate the information to other board members. On a roll call vote the motion failed.

Mr. Tarver, as chairman, passed the gavel to Mr. Hayes to make a motion to delete committee agenda items at the end of the board meeting and instead submit suggested items with a detailed explanation to the Superintendent. The motion passed.

**On behalf of the committee, Mr. Tarver made the motion to
accept the committee recommendation. A second was not**

May 10, 2016

needed and on a vote, the motion carried.

The next item was board procedure for speaking time limits.

Mr. Duhon made a motion seconded by Mr. Smith to amend school board policy BC to so reflect a limit to board members speaking time to (5) five minutes per round, for (2) two rounds for all committee and board meetings. Staff will determine the official wording and it will be sent to Forethought as we do for other policies and will come back before the board. The motion passed.

On behalf of the committee, Mr. Tarver made the motion to accept the committee recommendation. A second was not needed. After much discussion regarding the necessity of such a limit, the motion failed unanimously.

The last item concerning board procedure is rotation of the selection of officers. Mr. Tarver asked Mr. Hardy to present the information.

Mr. Hardy made a motion, seconded by Mrs. Gay, to have a rotation system for officers. The motion failed to pass.

Next, Mr. Tarver introduced the item to amend the Textbook Adoption Policy.

On motion by Mrs. Ballard, seconded by Mr. Natali and approved, it was recommended to adopt the changes to the textbook policy as amended.

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

The next item on the agenda for discussion was the SPRINGboard Teacher Salary Schedule. This is a one year appointed salary schedule for teachers who qualify and there is a district need. Teachers who are in TAT positions that are making good-faith efforts, (attempting the Praxis, attending professional development and the new teacher academy), to become certified will be allowed to continue on the path to certification and benefit the CPSB teaching force. A TAT applicant must meet the following requirements: have a baccalaureate degree from regionally accredited institution; passing scores on the Praxis core academic skills for educators in reading and writing examinations or appropriate scores on the ACT or SAT and at least a 2.20 GPA. A TAT qualifies for SPRINGboard teacher salary schedule, a one year Provisional Salary, by completing an application and submitting it to his/her director, be recommended by principal, successfully complete the COMPASS Evaluation, attempt the Praxis Content Exam, and commit to professional development. The Superintendent shall have the final approval for SPRINGboard positions. This SPRINGboard to certification will encourage teachers to stay in the system and pursue certification The SPRINGboard salary is \$37,000 plus system benefits. Long

May 10, 2016

term degreed sub pay is \$30,000 based on 182 days with no benefits. Our ultimate goal is to have all certified teachers in the CPSB system.

Terri Johnson, CFT representative, spoke on a Blue Card.

On motion by Mr. Guidry, seconded by Ballard, the SPRINGboard Teacher Salary Schedule was approved as presented.

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

Mr. Lafargue then gave a brief update on recruiting efforts including social media emphasis. Applications may now be found on our Facebook page and Twitter.

The fifth item on the agenda was monetary incentive for bus driver recruitment.

Mr. Duhon made a motion, seconded by Mr. Hayes to pay a \$300 stipend to any CPSB employee who refers a bus-driving candidate to the CPSB bus driver certification course and the candidate successfully completes the course, and is hired and starts driving for the district.

Mr. Hayes then made an amendment to the motion, seconded by Mrs. Gay, to give a \$1000 stipend instead of \$300. After discussion, the motion failed.

Mr. Natali amended the original motion, seconded by Mrs. Gay, to pay the referring employee an additional stipend of \$450 after the bus driver has driven for six months. The amendment passed.

Then, the amended motion, to pay any CPSB employee who refers a bus-driving candidate to the CPSB bus driver certification course and the candidate successfully completes the course, is hired by the district and starts driving will receive a \$300 stipend and an additional \$450 stipend after the bus driver has driven for six months was voted on and passed.

On behalf of the committee, Mr. Tarver made the motion to accept the committee recommendation, as amended. A second was not needed and on a vote, the motion carried.

Next, there was a motion made by Mr. Duhon, seconded by Mr. Hayes to approve the maintenance Operations Framework, Organizational Chart, and Maintenance Standard Operating Procedure Handbook. The motion passed.

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

May 10, 2016

The next item for discussion was the Intern Partnership with Sowela. The Sowela Internship areas include: Culinary Arts, Graphic Arts, Computer Technology, Accounting, Office Systems, Utility Workers, and various Workforce Development Areas (HVAC, Electrical, etc.). The benefit of the Sowela Internship would be the potential to hire full-time students upon graduation, students would have real-world experiences and fulfill degree requirements, and the partnership would strengthen the relationship between Sowela and CPSB. The salary for Interns would be \$10 per hour.

On motion by Mr. Guidry, seconded by Mr. Duhon, the Sowela-CPSB Intern Partnership Program was approved and passed.

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

The last item on the agenda was School Food Services (SFS) updates by Mrs. Hosemann. Mrs. Hosemann discussed where SFS was in 2010-11 when she first came to the parish to where we are currently. We have more food programs and sites and 27 qualifying CEP schools. Mrs. Hosemann applied for USDA equipment grants and two schools were awarded grants for \$30,000 each. Smart Phone Lunch Applications will be available in 2016-2017. Some ideas to increase participation in SFS were discussed including: taste testing products, adding Smoothies to middle and high schools, and also adding Pizza Hut pizza to the menu. Other ideas were to add 'grab and go' carts, from equipment grants of \$5000 per school, and bag lunches. Also discussed was the minimum daily requirements for calories, fats, and sodium. Some of the obstacles or issues for next year are lack of workers, there is no Manager Certification, a 4% state tax on parent, teacher, and adult meals, and an increase in food and transportation costs. This presentation was for information only and did not require a motion.

This item was for information only.

Speaking on a Blue Card was Donald Lacoste.

On motion by Mr. Hayes and seconded by Mr. Guidry the meeting adjourned at 9:07 p.m.

TAKE APPROPRIATE ACTION

Mr. Duhon read the following items:

Grant Title: Principal Fellowship

Funding Authority: Louisiana Department of Education

Person Applying for Grant: Margaret Goode, Grants Supervisor

Grant Amount: \$77,405

Grant Period: July 1, 2016 – September 30, 2017

May 10, 2016

Purpose: The Department of Education seeks to empower principals as they support teacher learning. Principals are the leaders of instructional change in schools. The most important work they lead instructionally is to:

- Set goals and direction for the school with a focus on academic improvement.
- Implement structures and processes for the team (teachers, supervisors, and school leaders) designed to improve instruction through skill development and a focus on constant improvement.
- Evaluate and provide feedback to all teachers.

This program supports individual principals in building their instructional leadership skills through a cohort collaboration training with professional development from the National Institute of School Leadership (NISL). This program will also train a trainer who will be certified by the NISL to train other principals. The funding is for registration fee for one year of NISL training.

Six principals and one facilitator participated in Cohort 1; all of them recommended continued participation to build leadership skills across the district, citing individual benefits for themselves as leaders and for their schools. Six principals and/or aspiring principals along with one district-level facilitator will participate in Cohort 2.

On a motion to approve by Mr. Hayes and a second by Mrs. Ballard, the motion carried.

Item B removed, did not pass as Committee.

BID REPORTS

Mr. Duhon read the following items:

A. Bid 2017-08 – Food items for 2016-2017 school year/School Food Services

BID 2017-08 – FOOD ITEMS FOR 2016/2017 SCHOOL YEAR, School Food Service, was opened on April 27, 2016 at 10:00 a.m.

BIDS WERE SENT TO THE FOLLOWING:

BIMBO BAKERY
DIAMOND FOODS
FLOWERS CORPORATION
LACASSAGNE'S
NARDONE BROS
OASIS FOODS
PON FOODS
REINHART FOOSERVICE
WILLIAM GEORGE

May 10, 2016

BID RESULTS AS FOLLOWS:

DIAMOND FOODS	\$ 332,473.20
FLOWERS CORP	\$ 86,575.00
LACASSAGNES	\$ 427,149.31
NARDONE BROS	\$ 178,430.00
OASIS	\$ 18,200.00
PON FOODS	\$ 541,367.21
SMOOTHIE KING	\$ 51,850.00
WILLIAM GEORGE	\$ 521,582.49
TOTAL	\$2,157,627.21

THE STAFF ALONG WITH THE FOOD SERVICE DIRECTOR RECOMMENDS
AWARDING AS INDICATED AS THE LOWEST RESPONSIBLE RESPONSIVE
BIDDERS.

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

B. Bid 2017-15 – Sprinkler system inspections/General Funds

BID 2017-15 – SPRINKLER SYSTEM INSPECTIONS, General Funds, was opened on
April 12, 2016 at 10:00 a.m.

BIDS WERE SENT TO THE FOLLOWING:

BAYOU FIRE & SECURITY
FIRE & SAFETY COMMODITIES
FIREMAN KITCHEN SOLUTIONS
FIREMASTER
HAGEMEYER
S&S SPRINKLER

BID RESULTS AS FOLLOWS:

HAGEMEYER \$12,500.00

THE STAFF RECOMMENDS AWARDING TO HAGEMEYER AS THE LOWEST
RESPONSIBLE RESPONSIVE BIDDER.

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

**C. Bid 2016-05PC – New Gym ACU's at S.J. Welsh, W.W. Lewis, DeQuincy High
School, LaGrange High School/Riverboat Funds**

May 10, 2016

The Committee to receive bids met on the date herein indicated and reviewed bids on the following project.

DATE: April 20, 2016

DESCRIPTION:

CPSB-New ACU'S- SJ Welsh Middle, WW Lewis Middle, Dequincy High School, Lagrange High School

FUNDS: Riverboat Funds

BID NUMBER: 2016-05PC

— —

DESIGNER: Associated Design Group Inc.

CONTRACTOR	BASE BID
Trouth Air Conditioning	\$276,350.00
Air Conduit, LLC	\$334,490.00
Calcasieu Mechanical Contractors, Inc.	\$315,961.00
Central Auction House	

The Committee recommends award of the contract

to: Trough Air Conditioning (\$276,350.00)

(Base Bid) in the amount of:

Two Hundred and Seventy Six Thousand Three Hundred Fifty Dollars

and no/100 as the lowest qualified bidder meeting specifications.

On a motion to approve by Mr. Dellafosse and a second by Mr. Hayes, the motion carried. There was one nay vote.

CORRESPONDENCE

May 10, 2016

A. Change Order Number Two (2) for the Project, “Batting Cage Building at Sam Houston High School,” Bond District #27; John D. Myers, Associates, Inc., Contractor, C.R. Fugatt, AIA, Designer; *Increase* of \$21,434.60.

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

CONDOLENCE/RECOGNITION

Mr. Smith congratulated the DeQuincy High School track team for winning the regional track meet at Northwestern. The one mile relay team won state for AA schools.

Mr. Hansen congratulated the Sulphur High School girls’ golf team for winning state and the choir for winning a national championship in Atlanta, Georgia.

Mr. Roberts congratulated the Barbe High School baseball team for being in the state semi-finals.

SCHEDULE COMMITTEES

Budget Committee Meeting.....May 24, 2016 5:00 p.m.
C&I Committee Meeting.....May 24, 2016 (to follow)

ADJOURN MEETING

On a motion to adjourn by Mr. Hardy and a second by Mr. Hayes, the meeting was adjourned at 7:14 p.m.

John Duhon, President

Karl Bruchhaus, Secretary