

Pursuant to LRS 42:19A (1)  
any matter not on the published agenda  
may be taken up by board only upon  
unanimous approval of the members  
present.

An individual wishing to place a matter on  
the agenda shall submit a request to the  
Superintendent at least eight (8) days  
prior to the meeting date, stating the nature  
of the matter and the time required to  
present it. (CPSB Policy File: BCBI)

**AGENDA**  
**CALCASIEU PARISH SCHOOL BOARD**  
**3310 BROAD STREET**  
**LAKE CHARLES, LOUISIANA**  
**Tuesday, September 10, 2013**

**I. Prayer—** Jim Karr

**II. Pledge of Allegiance-** Alexandra Widcamp/Westlake High School

**III. Roll Call**

**IV. Approval of Minutes**

A. Calcasieu Parish School Board Meeting of August 6, 2013

**V. Presentations**  
(None)

**VI. Superintendent's Report**

**VII. Committee Reports**  
(None)

**VIII. Take Appropriate Action**

A. Permission for Washington-Marion High School Band to travel to Natchez,  
MS/Saturday, September 21, 2013

B. Permission for Washington-Marion High School Choir to travel to Hattiesburg,  
MS/ September 23-24, 2013

C. Permission for Sam Houston High School Band to travel to Orlando, FL/  
April 24-29, 2014

**IX. Bid Reports**

A. Phase 2-Vinton Elementary School/Multipurpose Building with adjoining play  
court, covered unloading, re-roofing, hard surface parking and drainage/District 26  
Bond Funds/Bid #2014-03 PC/Designer, Ellender Architects & Associates, LLC

**X. Permission to Advertise**

A. Multi-colored copy paper for CPSS Print Shop/General Funds

## **XI. Correspondence**

- A. Change Order Number Twelve (12) for the Project, "Additions and Renovations at Starks High School," District 24 Bond Funds; C.R. Fugatt, AIA, Designer; Pat Williams Construction, Inc., Contractor; *Increase* of \$6,210.94.
- B. Change Order Number Thirteen (13) for the Project, "Additions and Renovations at Starks High School," District 24 Bond Funds; C.R. Fugatt, AIA, Designer; Pat Williams Construction, Inc., Contractor; *Decrease* of \$4,001.41.
- C. Beneficial Occupancy for the Project, "Additions and Renovations at Starks High School Library."
- D. Beneficial Occupancy for the Project, "Additions and Renovations at Starks High School AG Classroom/Shop."
- E. Beneficial Occupancy for the Project, "Classroom Pods-Phase IX, Sulphur 9<sup>th</sup> Grade."
- F. Change Order Number One (1) for the Project, "Gymnasium Demolition, Vinton Elementary School," District 26 Bond Funds/Project EA 2013-04/ Ellender Architects & Associates, LLC, Designer; Lewing Construction Co, Inc., Contractor; *Decrease* of \$12,718.42.
- G. Recommendation of Acceptance for the Project, "Gymnasium Demolition, Vinton Elementary School," District 26 Bond Funds.

## **XII. Executive Session**

- A. Consideration of settlement/Docket #2011-1922/Attorney Chip Musso
- B. Consideration of Employee Termination

## **XIII. Condolences/Recognitions**

## **XIV. Committee Agenda Items**

## **XV. Schedule Committees**

- Budget Committee, Tuesday, September 24, 2013.....4:45
- A&P Committee, Tuesday, September 24, 2013.....4:45

**DATE, TIME, PLACE OF MEETING**

The Calcasieu Parish School Board met in the Board Room of the Calcasieu Parish School Board, located at 3310 Broad Street, Lake Charles, Louisiana, 70615, on Tuesday, August 6, 2013, at 4:45 p.m. The meeting was called to order by Randy Burleigh, President. The prayer was led by Mack Dellafosse; the Pledge of Allegiance was led by Randy Burleigh.

**ROLL CALL**

The roll was called by Superintendent Savoy and the following members were present: Annette Ballard, Dale Bernard, Billy Breaux, Randy Burleigh, Mack Dellafosse, Clara Duhon, Chad Guidry, Bill Jongbloed, Jim Karr, Bryan LaRocque, Jim Schooler, and R. L. Webb.

Mr. Andrepont was absent; Mr. Hardy and Mr. Thompson arrived after the roll was called.

**APPROVAL OF MINUTES**

Mr. Dellafosse made a motion to approve the Minutes of the CPSB meetings of July 16, 2013 and July 30, 2013 and with a second by Mr. Webb, the motion carried.

**SUPERINTENDENT'S REPORT****Mr. Savoy gave the following report:**

1. All board members have received their July, 2013 Headstart report.

- Pre-K and Head Start students will report to school Thursday, August 20, 2013
- Early Childhood Director and Early Childhood Instructional Coach attended Teaching Strategies GOLD Training for Administrators. This is the *New* Child Assessment for Head Start, Pre-K, and Child Cares.
- Staff provided training on Saturday, July 27, 2013 for approximately 50 child care providers on the *New* Louisiana's Birth to Five Early Learning and Development Standards that will be implemented in Head Start, Pre-K, and Child Cares this school year. There are 12 child cares participating in the Early Childhood Care and Education Network Pilot Grant in Calcasieu Parish for 2013 – 2014. This is a one year grant that will provide *New* online child assessment, computers for child cares for data entry, development of a unified application, a *New* Classroom Assessment Scoring System (CLASS), professional development and implementation of Louisiana's Birth to Five Early Learning and Development Standards.

- There are 70 classrooms
- 1, 109 letters were mailed out on July 18, 2013
- 394 children on the waiting list and the application process is ongoing

2. In an effort to encourage healthier employees, the Calcasieu Parish School Board has established a wellness program for its employees.

We kicked the summer off with offering free fitness classes to CPSB employees. Over 30 free classes were offered between Christus Louisiana Athletic Club, Gigi's Downtown and Hurricane Crossfit.

CPSB will kick off the school year with the CPSB Health and Wellness Fair, Saturday, August 17th, 7-12 at the Civic center. This will be free and open to all CPSB full time employees and only retirees who are enrolled in the CPSB health insurance plan.

Christus St Patrick Hospital will be conducting biometric screenings and numerous wellness vendors will be there providing education. The Risk Management Department is encouraging everyone to pre register on the link on CPSB home page by August 11 in order to qualify for door prizes and receive a goody bag.

We are launching two wellness incentive plans:

**The Fitness Incentive** – Open to ALL full time CPSB employees and only retirees who are enrolled in our health insurance plan. CPSB partnered up with local fitness centers to offer discounted rates to our employees.

The fitness centers will report participants' monthly attendance to CPSB. If participants attend 8 or more times during the month – their names will be entered into a drawing where EIGHT 3 – month memberships (the rate not to exceed \$35/month) will be given out each month.

**The Preventative Care Incentive Program** – Open only to employees and retirees who are enrolled in our health insurance plan. If participants complete:

1. Biometric screenings at the CPSB Wellness Fair OR at their annual physical and
2. BCBS Online Health Assessment – they will get 5% off the employee's portion of the health insurance premium at our May 1 renewal.

Enrollment forms will be launched at our Wellness & Health Fair, then will be available on-line.

**One WELLNESS WARRIOR** per school/location will be appointed by the Principal/Department Head.

This person will serve as an ambassador for employee wellness. They will assist in the implementation and coordination of wellness incentives at their location.

They will share information, engage colleagues to participate in wellness programs and create excitement around leading a healthy lifestyle.

In essence, be the "Wellness" committee member and help guide our district through this process of what our needs are on a district and individual school level. The Risk Management Department will look to them for ideas, incentives, etc. to engage our employees.

**Lastly**, CPSB's 1<sup>st</sup> Annual "From the Classroom to a 5k" on November 2, 2013. This will be open to all CPSB employees and family members. The goal is to FINISH, not to race. More information to follow.

Mr. Savoy recognized the leadership summit that was held at the Civic Center for all of the administrators and department heads.

**COMMITTEE REPORTS**

**C&I Committee/Chad Guidry, Chair**  
**July 30, 2013**

**Mr. Guidry gave the following report:**

Committee Members Present: Chad Guidry, Chair, Annette Ballard, Dale Bernard, Fred Hardy, Billy Breaux

Other Board Members Present: R.L. Webb, Jim Schooler, Randy Burleigh, Jim Karr, Roman Thompson

The C&I Committee Meeting was called to order at 5:14 p.m. by Mr. Guidry. A quorum was present. The meeting followed a Special Called Board Meeting; there was no additional prayer or pledge.

**Approval of Pupil Progression Plan for the 2013-2014 School Year**

A motion to approve the Pupil Progression Plan was made by Mr. Webb and seconded by Mr. Hardy. On a vote, the motion carried.

**On behalf of the committee, Mr. Guidry made a motion to accept; a second was not needed and on a vote, the motion carried.**

A motion to adjourn was made at 5:15 p.m. by Mr. Webb and seconded by Mr. Hardy. On a vote, the motion carried.

**TAKE APPROPRIATE ACTION**

- A. Superintendent's recommendation on a two year performance contract renewal for the following administrators:

(Brent Washington, former Principal at Brentwood Elementary, was excluded from the list in the Minutes, as he is now a Leadership Specialist with the TIFF Grant)

**2013 Expirations  
CONSIDERED FOR RENEWAL**

## CONTRACTED EMPLOYEE

## EXPIRATION DATE

***PRINCIPALS***

Bell, Pam	July 31, 2013
Braud, Angie	July 31, 2013
Brown Kenny	July 31, 2013
Crick, Lee	July 31, 2013
Fraser, Beth	July 31, 2013
Guillory, Martin	July 31, 2013
Guillory, Rico	July 31, 2013
Jardell, Marc	July 31, 2013
Kingham, Sabrah	July 31, 2013
Manuel, Mitch	July 31, 2013
Marcantel, Gloria	July 31, 2013
McCardle, Tony	July 31, 2013
Neal, Benny Craig	July 31, 2013
Pete, Robert	July 31, 2013
Thomas-Clark, Carolyn	July 31, 2013
Thompson, Bobby Jack	July 31, 2013
Gerald Treme	July 31, 2013
Victorian, Kay	July 31, 2013

***ASSISTANT PRINCIPALS***

Abshire, Russell	July 31, 2013
Askew, Kashia	July 31, 2013
Baynes, Samuel	July 31, 2013
Frank, Caldara	July 31, 2013
Enright, Melissa	July 31, 2013
Fontenot, Mary	July 31, 2013
Foreman, Mary	July 31, 2013
Gauthier, Greg	July 31, 2013
Hansen, Charles	July 31, 2013
LaFargue, Shannon	July 31, 2013
McGuire, Ocie	July 31, 2013
Perkins, Vicki	July 31, 2013
Powers, Jonathan	July 31, 2013
Shelton, Jacqueline	July 31, 2013
Sylvest, Dan	July 31, 2013
Whitaker, Rene	July 31, 2013
Williams, Carla	July 31, 2013
Yellott, Randy	July 31, 2013

***SUPERVISORS***

Caldara, Mary Lou	June 30, 2013
Cantrell, Pam	June 30, 2013
Washington, Betty	June 30, 2013

**ADMINISTRATIVE COORDINATOR**

Micheal Hill

June 30, 2013

**ADMINISTRATIVE DIRECTORS**

Gallemore, Charlotte

June 30, 2013

**DIRECTORS**

Adkins, Charles

June 30, 2013

Ardoin, Andy

June 30, 2013

Crawford, James

June 30, 2013

Deaville, Pat

June 30, 2013

Hosemann, Patricia

June 30, 2013

Wieschhaus, Steve

June 30, 2013

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

**PERMISSION TO ADVERTISE**

**A. Room Air Conditioners/Central Warehouse**

On a motion to approve by Mr. Karr and a second by Mr. Bernard, the motion carried.

**B. Technology Supplies and Equipment/District 30/Sulphur Bond Fund**

On a motion to approve by Mr. Breaux and a second by Mr. Guidry, the motion carried.

**CORRESPONDENCE**

**A.** Change Order Number Eleven (11) for the Project, "Additions and Renovations at Starks High School," District 24 Bond Funds; C.R. Fugatt, AIA, Designer; Pat Williams Construction, Inc., Contractor; *Increase* of \$3,286.90.

On a motion to approve by Mr. Karr and a second by Mr. Breaux, the motion carried.

**B.** Change Order Number Two (2) for the Project, "Sam Houston High School New Fieldhouse," District 25 Bond Funds; Moss Architects, Inc., Designer; Troy Andrew Frick, Contractor; *Increase* of \$7,997.35 and *Increase* of Thirty (30) days.

On a motion to approve by Mr. LaRocque and a second by Mr. Webb, the motion carried.

**CONDOLENCES/RECOGNITIONS**

Mr. Bernard asked for a letter of condolence to the family of Mr. Charles Youngblood.

Mr. LaRocque asked for a letter of condolence to the family of Mr. Lloyd Hebert and a letter to Courtney Craft, at the loss of her husband.

Mr. Hardy asked for a letter of condolence to each of the following:

The family of Mrs. Melanie Ryan

The family of Mr. Delma Mitchell

The family of Mr. Aaron Joubert, Sr.

Mr. Breaux asked for a letter of appreciation to Mr. E.J. Ellender regarding the architectural work at Maplewood Middle School.

### **COMMITTEE AGENDA ITEMS**

Mr. Breaux asked for information on the following:

Information on school consolidation

Funding to help pay for sports insurance coverage

Mr. Webb asked for information on money saved by the cafeteria satellite program and if the program is working.

Mr. Hardy asked for information on the following:

Viewing transcripts on applicants for administrative positions, why their grades are important and not just their diploma

Information on the gym floors at the Lake Charles-Boston Academy and how the gym is currently being used

Information regarding the hiring of relatives

Mr. Dellafosse asked for information on the following:

A breakdown in certified and non-certified teachers in all schools

A discussion on a better way to handle out of zone paperwork

A report from the Food Services Department regarding students not eating the cafeteria food and an update on federal regulations

Mrs. Duhon asked for information on the following:

The new CPSS telephone directory and when it will be distributed



Parent complaints regarding how they feel they are treated at Child Welfare and Attendance

Mr. LaRocque asked for current information on the distribution of bibles by the Gideons. Mr. Karr asked for the same.

**SCHEDULE COMMITTEES**

**Budget Committee..... September 24, 2013 4:45 p.m.**

On a motion to adjourn by Mr. Breaux and a second by Mr. Webb, the meeting adjourned at 5:49 p.m.

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Randy Burleigh, President

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Wayne Savoy, Secretary

ITEM  
VIII  
A  
RECEIVED

Calcasieu Parish Schools

Request for Board Approval of Band, Vocal, or Marching Unit Trips

School: Washington Marion Magnet High School

Date: 7/28/2013

Unit Requesting Trip:

Band \_\_\_\_\_

Destination: Natchez, Mississippi

Justification for Trip: The band program was chosen to participate in a band competition versus schools from all across Louisiana and Mississippi.

Benefits to School and School System: This trip will help to diversify the students as well as the students. It gives the school board a great rapport with areas outside and inside Lake Charles.

Schedule of Activities: Saturday, September 21, 2013 12:00pm . Stop along way for Lunch and arrive at Natchez High School for Band Comptetion, Depart and return back to Lake Charles at 10:00pm est. arrival back in Lake Charles 2:00am

Length of Trip (#of days) 1 days

List of Local Activities participating in: Lake Charles Christmas Parade, Black Heritage Parade, Washington Marion Homecoming Parade, Zion Tabernacle Parade, MLK Parade

Mode of Transportation: Charter Bus

Budget: \_\_\_\_\_ Travel: \$5,000

Lodging: \_\_\_\_\_ Food: \_\_\_\_\_

Entry Fee: \_\_\_\_\_ Entry Fee: \_\_\_\_\_

Other: \_\_\_\_\_

Total: \_\_\_\_\_

Source of Funds:

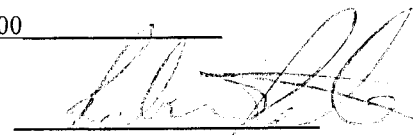
(1) Fund Raising Projects: \$5,000

(2) Student Contributions: \_\_\_\_\_

TOTAL \$5,000



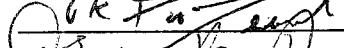
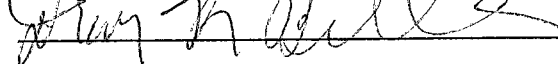
SIGNATURE OF DIRECTOR OF SPONSOR



APPROVAL OF PRINCIPAL

FOR OFFICE USE ONLY

Staff Recommendation

- (1)   
(2)   
(3) \_\_\_\_\_

ITEM  
VIII B  
AUG 28 2013

Calcasieu Parish Schools

Request for Board Approval of Band, Vocal, or Marching Unit Trips

School: Washington-Marion HS

Date: September 23-24, 2013

Unit Requesting Trip:

CHOIR

Destination:

Hattiesburg, MS

Justification for

Trip: To attend the University of Southern Mississippi  
Choral Conference

Benefits to School and School System:

Afford choral students the opportunity to study  
and perform with other chorus students under  
the direction of a notable choral clinician

Schedule of Activities: Monday, Sept 23 - Classes/Sessions

Tuesday, Sept 24 - Classes/Sessions and Concert

Length of Trip (#of days) 2

List of Local Activities participating in: Community and Civic Programs  
District Honor Chorus and LMEA Activities

Mode of Transportation: Van Rental

Budget: 1500

Travel: 300

Lodging: 200

Food: 200

Entry Fee: 600

Entry Fee: \_\_\_\_\_

Other: \_\_\_\_\_

Total: \_\_\_\_\_

Source of Funds:

(1) Fund Raising Projects: 600

(2) Student Contributions: 700

TOTAL 1300

Gladys McKnight  
SIGNATURE OF DIRECTOR OF SPONSOR

[Signature]  
APPROVAL OF PRINCIPAL

HIGH SCHOOL ITEM  
AUG 15 2013 VIII C

Calcasieu Parish Schools

Request for Board Approval of Band, Vocal, or Marching Unit Trips

School: Sam Houston H.S.

Date: 8-13-13 RECEIVED

Unit Requesting Trip:

Sam Houston H.S. Band

Destination:

Orlando, Florida

Justification for

Trip: Performance trip showcasing Sam Houston Marching Band, Calcasieu Parish Schools and the State of Louisiana

Benefits to School and School System:

Showcasing our talented band students to an international audience of over 150,000 spectators. Experiencing the magic of Disney

Schedule of Activities:

2 Days Travel, Performance at Magic Kingdom on Saturday, 2 Days at Disney Parks, 1 Day Busch Gardens

Length of Trip (#of days) April 24-29 4 Days of Spring Break + 2 School Days

List of Local Activities participating in: Lake Charles Christmas Parade, Moss Bluff Christmas Parade, Sam Houston Homecoming Parade, Sam Houston Community Pep Rally, Weekly Football games, 2 Marching Festivals

Mode of Transportation: Charter Bus

Budget: \_\_\_\_\_

Travel: \_\_\_\_\_

Lodging: \_\_\_\_\_

Food: \_\_\_\_\_

Entry Fee: \_\_\_\_\_

Entry Fee: \_\_\_\_\_

Other: \_\_\_\_\_

Total: \$525 per Student / \$575 per Adult Double Occupancy

Source of Funds: Students are not required to go.

(1) Fund Raising Projects: \_\_\_\_\_

(2) Student Contributions: total student & Parent Contributions

TOTAL \_\_\_\_\_

Jimmy L. Gail

SIGNATURE OF DIRECTOR OF SPONSOR

Shannon Fowler

APPROVAL OF PRINCIPAL

# BID REPORT

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

DATE: 03-Sept.,2013

VINTON ELEMENTARY SCHOOL

## DESCRIPTION:

Phase 2- Multipurpose Building with adjoining play court, covered unloading, reroofing, hard surface parking and drainage

FUNDS: School District #26 Bond Funds

BID NUMBER: 2014-03 PC

DESIGNER: Ellender Architects & Associates, LLC.

CONTRACTOR	BASE BID	ALT #1	ALT #2
John D Myers & Associates	\$2,197,500.00	\$206,000.00	\$63,000.00
Lewing Construction	\$2,066,000.00	\$139,800.00	\$53,572.00
Pat Williams Construction	\$1,894,000.00	\$187,000.00	\$60,500.00
Priola Construction	\$1,917,000.00	\$179,000.00	\$61,000.00
Shannon Smith Construction	\$1,950,000.00	\$204,000.00	\$65,100.00
WB Construction & Sons	No Bid		
Central Auction House	NO Bid		

The Committee recommends award of the contract to:

Pat Williams Construction

BASE BID AND ALTERNATE NO. 1 IN THE AMOUNT OF:

Two Million One Hundred Forty One Thousand Five Hundred Dollars & no/100

as the lowest qualified bidder meeting specifications.

## DESCRIPTION OF ALTERNATES:

ALTERNATE #1: Provide covered unloading canopy and related handicapped parking and ramp as indicated on plans

ALTERNATE #2: Provide concrete paving for parking and driveway improvements as indicated on plans

ITEM  
IX A

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**ITEM X A**

**PERMISSION TO  
ADVERTISE:**

**COLORED COPY PAPER  
PRINT SHOP  
GENERAL FUNDS**

XI A

CHANGE ORDERChange Order No.: TwelveDate: August 8, 2013Contract Date: November 28, 2012Project: Additions and Renovtions at Starks School

Project No.: \_\_\_\_\_

To: Pat Williams Construction, Inc.  
P. O. Box 1508  
Leesville LA 71496

You are directed to make the following change in this contract:  
(Attach itemized breakdown)

The Original Contract Sum	<u>\$4,868,000.00</u>
Net Change By Previous Change Order	<u>\$ 54,158.54</u>
Contract Sum Prior to this Change Order	<u>\$4,813,841.46</u>
Contract Sum will be <b>(Increased)</b> by this Change Order	<u>\$ 6,210.94</u>
New Contract Sum including this Change Order	<u>\$4,820,052.40</u>
Contract Time will be <b>(changed)</b> by	<u>- 0 -</u>
Revised Contract Completion Date	<u>May 20, 2015</u>

RECOMMENDED

ACCEPTED

APPROVED

C.R. Fugatt, AIAPat Williams Constr., Inc.Calcasieu Parish  
School Board**(DESIGNER)****(CONTRACTOR)****(OWNER)**824 Sam Houston JonesP. O. Box 1508P. O. Box 800Pkwy, Suite GLeesville, LA 71496L.C., LA 70602Lake Charles, La 70611By: [Signature][Signature]  
8/15/13Date: 8-9-13

**Breakdown for Change Order # Twelve:**

**Item 1:**

Furnish all labor, material, and equipment necessary to repair unforeseen underground conduit and intercom wiring in the existing library (as per letter from Pat Williams Construction, Inc. dated July 24, 2013).

**ADD \$ 6,210.94**

**TOTAL ADD THIS CHANGE ORDER \$ 6,210.94**



CHANGE ORDERChange Order No.: ThirteenDate: August 8, 2013Contract Date: November 28, 2012Project: Additions and Renovtions at Starks School

Project No.: \_\_\_\_\_

To: Pat Williams Construction, Inc.  
P. O. Box 1508  
Leesville LA 71496

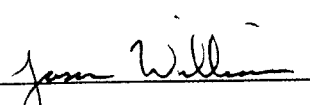
You are directed to make the following change in this contract:  
(Attach itemized breakdown)

The Original Contract Sum \$4,868,000.00Net Change By Previous Change Order - \$ 47,947.60Contract Sum Prior to this Change Order \$4,820,052.40Contract Sum will be **( decreased )** by this Change Order - \$ 4,001.41New Contract Sum including this Change Order \$4,816,050.99Contract Time will be **( changed )** by - 0 -Revised Contract Completion Date May 20, 2015

RECOMMENDED

ACCEPTED

APPROVED

C.R. Fugatt, AIAPat Williams Constr., Inc.Calcasieu Parish  
School Board**(DESIGNER)****(CONTRACTOR)****(OWNER)**824 Sam Houston JonesP. O. Box 1508P. O. Box 800Pkwy, Suite GLake Charles, La 70611Leesville, LA 71496L.C., LA 70602By: By: Date: 8/9/138/15/13

**Breakdown for Change Order # Thirteen:**

**Item 1:**

The cost breakdown to credit grinder lift station (as per letter from Pat Williams Construction, Inc. dated August 7, 2013).

CREDIT - \$4,001.41

TOTAL CREDIT THIS CHANGE ORDER - \$4,001.41

ITEM  
XI C

P-12

BENEFICIAL OCCUPANCY

Not for Recordation

DATE: August 7, 2013

NAME OF PROJECT: Additions and Renovations at Starks School

ARCHITECT: C.R. Fugatt, A.I.A.

CONTRACTOR: Pat Williams Construction, Inc.

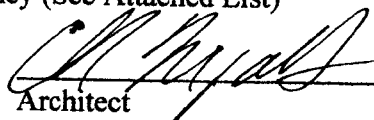
OWNER: CALCASIEU PARISH SCHOOL BOARD

The below described portion of subject project is, to the best of my knowledge and belief, complete to a point where the user desires to use in accordance with the Contract Documents.

**LIBRARY**

DATE OCCUPIED: August 7, 2013

Warranty items covered by Occupancy (See Attached List)

 8-7-13  
Architect Date

 8/8/13  
Contractor Date

\_\_\_\_\_  
Owner Date

PUNCH LIST

See Attached List X  
None \_\_\_\_\_

NOT FOR RECORDATION PURPOSES

Beneficial Occupancy - 1

BENEFICIAL OCCUPANCY  
Not for Recordation

DATE: August 7, 2013

NAME OF PROJECT: Additions and Renovations at Starks School

ARCHITECT: C.R. Fugatt, A.I.A.

CONTRACTOR: Pat Williams Construction, Inc.

OWNER: CALCASIEU PARISH SCHOOL BOARD

The below described portion of subject project is, to the best of my knowledge and belief, complete to a point where the user desires to use in accordance with the Contract Documents.

**AG CLASSROOM/SHOP**

DATE OCCUPIED: August 7, 2013

Warranty items covered by Occupancy (See Attached List)

[Signature] 8-7-13  
Architect Date

[Signature] 8/8/13  
Contractor Date

\_\_\_\_\_  
Owner Date

PUNCH LIST

See Attached List X  
None \_\_\_\_\_

NOT FOR RECORDATION PURPOSES

Beneficial Occupancy - 1

DATE: August 13, 2013

NAME OF PROJECT: Classroom Pods – Phase IX

ARCHITECT: C.R. Fugatt, A.I.A.

CONTRACTOR: Miller and Associates Development Co., Inc.

OWNER: CALCASIEU PARISH SCHOOL BOARD

**SULPHUR 9<sup>TH</sup> GRADE**

DATE OCCUPIED: August 13, 2013

Warranty items covered by Occupancy (See Attached List)

Architect

Date \_\_\_\_\_

**Contractor**

Date \_\_\_\_\_

Owner

Date \_\_\_\_\_

## PUNCH LIST

See Attached List

None

NOT FOR RECORDATION PURPOSES

Beneficial Occupancy - 1

ITEM  
XI FCHANGE ORDER

Change Order No.: One (1)  
 Date: August 14, 2013  
 Contract Date: June 13, 2013  
 Project: GYMNASIUM DEMOLITION  
2013 BOND ISSUE IMPROVEMENTS - DISTRICT NO. 26  
VINTON ELEMENTARY SCHOOL  
1610 Hampton Street - Vinton, Louisiana 70668  
Calcasieu Parish School Board  
 Project No.: EA 2013-04  
 To: Lewing Construction Co., Inc


You are directed to make the following change in this contract:  
 (Attach Itemized Breakdown)

The Original Contract Sum	<u>\$ 229,000.00</u>
Net Change By Previous Change Order	<u>- 0 -</u>
Contract Sum Prior to this Change Order	<u>\$ 229,000.00</u>
Contract Sum will be decreased by this Change Order	<u>(\$ 12,718.42)</u>
New Contract Sum including this Change Order	<u>\$ 216,281.58</u>
Contract time will be unchanged by	<u>- 0 -</u> days
Revised Contract Completion Date	<u>N/A</u>

**RECOMMENDED**

Ellender Architects &  
Associates, LLC  
 (Designer)

1521 Cypress Street  
Sulphur, LA 70663

By: 

Date: 8/26/2013

**ACCEPTED**

Lewing Construction  
Company, Inc  
 (Contractor)

P.O. Box 5201  
Lake Charles,  
Louisiana 700606

By: 

Date: 8/26/2013

**APPROVED**

Calcasieu Parish  
School Board  
 (Owner)

P.O. Box 800  
Lake Charles,  
Louisiana 70602

By: \_\_\_\_\_

Date: \_\_\_\_\_

# ELLENDER Architects & Associates, LLC



August 14, 2013

## CHANGE ORDER #1 – ITEMIZATION

E. J. Ellender, AIA, NCARB

Chas L. Moore, AIA

Mark D. Ellender, ASLA

Scott Manino, EI

Mary M. Ellender, IDI

### **GYMNASIUM DEMOLITION**

2013 BOND ISSUE IMPROVEMENTS – DISTRICT NO. 26

**VINTON ELEMENTARY SCHOOL**

Calcasieu Parish School Board

#### **Item 1: Additional Foundation Work**

Provide additional concrete supports under east end of the existing classroom building (adjoining building designated to remain) as per Charles Ladner's (Structural Consultant) sketch.

Add . . . . . \$ 2,281.58

#### **Item 2: Credit to Owner**

Credit to Owner of unused portion of contingency allowance.

Deduct . . . . . (\$ 15,000.00)

**Total this Change Order (Deduct) . . . . . (\$ 12,718.42)**

**No Change in Contract Completion Date**

1521 Cypress Street  
Sulphur, Louisiana 70663  
(337) 527-3603  
(337) 527-8318 Fax  
email: ellenderllc@bellsouth.net

**RECOMMENDATION OF ACCEPTANCE**

TO: CALCASIEU PARISH SCHOOL BOARD

DATE: August 15, 2013

PROJECT NO: EA 2013-04

PROJECT NAME: **GYMNASIUM DEMOLITION**  
2013 BOND ISSUE IMPROVEMENTS – DISTRICT NO. 26  
**VINTON ELEMENTARY SCHOOL**  
1610 Hampton Street – Vinton, Louisiana 70668  
Calcasieu Parish School Board

DESIGNER: Ellender Architects & Associates, LLC

CONTRACTOR: Lewing Construction Co., Inc

OWNER: Calcasieu Parish School Board

I certify that, to the best of my knowledge and belief, this project is complete or substantially complete in accordance with the Plans and specifications to the point where it can be used for the purpose which was intended. It is recommended that it be accepted.

DATE OF ACCEPTANCE: Thursday, August 15, 2013

CONTRACT DATE OF COMPLETION: Thursday, August 15, 2013

NUMBER OF DAYS (Overrun) (Underrun) (As of Acceptance Date): -0-

LIQUIDATED DAMAGES PER DAY Stipulated in Contract \$ 300

Was part of project occupied prior to Acceptance: No

Signed:

  
 ARCHITECT

For Use of Owner:

concur in the Acceptance of this project:

Signed:

\_\_\_\_\_  
 OWNER





LAST	POSITION	LOCATION	DATES	ADDITIONAL INFO
<b>RESIGNATION</b>				
Gaynelle LeBlanc	Teacher	Brentwood Elementary	07/22/13	Personal reasons
LeeAnna Guillory	Teacher	Head Start	07/22/13	Accepted employment in another district
Leslea Mudd	Teacher	Dolby Elementary	07/30/13	Accepted employment in another district
Ashley Chance	Counselor	Gillis Elementary	07/25/13	Accepted employment in another district
Edward Kron, III	Teacher	Pearl Watson Elementary	07/16/13	Personal reasons
Mary Young	Teacher	Johnson Elementary	05/24/13	Personal reasons
Aaron Broussard	Teacher	Reynaud Middle	07/31/13	Accepted employment in another district
Erin Johnson	Teacher	E.K. Key Elementary	07/29/13	Relocating
Bobbie Jones	Teacher	Washington Marion High	07/30/13	Personal reasons
Geneva Brignac	Cafeteria Technician	Fairview Elementary	06/12/13	Personal reasons
Latasha Fontenot	Cafeteria Technician	Gillis Elementary	07/31/13	Personal reasons
Cindy LeDay	Cafeteria Technician	Nelson Elementary	08/14/13	Relocating
Corinne Burnworth	Cafeteria Technician	S.J. Welsh Middle	06/30/13	Personal reasons
Marilyn Landry	Cafeteria Technician	Lewis Middle	07/30/13	Accepted other employment
Vicky Leggett	Bookkeeper	Westlake High	07/21/13	Personal reasons
Krystal Gehrig	Teacher	Reynaud Middle	07/31/13	Relocating
Martha Sarver	Teacher	Reynaud Middle	07/31/13	Relocating
Kade Gilbert	Custodian	Westwood Elementary	08/02/13	Relocating

Robin Victor	Bus Driver	Head Start	07/26/13	Accepted other employment
Tammy Thierry	Teacher	Combre/Fondel	07/26/13	Accepted other employment
Rosalind Aubry	Lab Manager	Combre/Fondel	07/31/13	Personal reasons
Lauren Flurry	Teacher	Westlake High	07/31/13	Personal reasons
Shanna Arnold	Bus Driver	St. John Elementary	07/31/13	Relocating
John Scott	Teacher/Coach	LaGrange High	07/30/13	Relocating
Stephanie Gardner	Teacher	S.J. Welsh Middle	07/31/13	Relocating
Pagia George	Teacher	Barbe Elementary	08/02/13	Relocating
Priscilla Avie	Cafeteria Technician	Pearl Watson Elementary	08/01/13	Seeking other employment
Vanessa Gauthier	Teacher	Oak Park Middle	08/02/13	Accepted employment in another district
<b>RETIRE REHIRE RESIGNATION</b>				
Gary Pool	Teacher	Reynaud Middle	05/25/13	
Silva Marcantel	Teacher	Special Services	7/31/13	
<b>RETIREMENT</b>				
Karen Reon	Teacher	LeBleu Settlement	10/10/13	
Judy Bernard	Teacher	Fairview Elementary	07/17/13	
Bernice Collins	Cafeteria Technician	Fairview Elementary	07/29/13	
Melba Harris	Teacher	Combre/Fondel	07/27/13	
Janice Brown	Teacher	DeQuincy Elementary	07/17/13	
Janice Johnston	Bus Driver	R.W. Vincent Elementary	08/13/13	

Nathan Burnett	Bus Driver	Sulphur High	09/12/13	
<b>MATERNITY LEAVE</b>				
Catherine Broussard	Teacher	Maplewood Middle	8/8/13-9/19/13	Due Date: 8/8/13
Heather Burton	Teacher	Henry Heights Elementary	8/29/13-10/24/13	Due Date: 8/29/13
<b>LEAVE WITHOUT PAY</b>				
Gaynell Johnson	Clerk	LaGrange High	9/25/13-1/3/14	
Paula Armelin	Teacher Aide	Barbe High	8/26/13-10/20/13	
<b>RESCIND LEAVE WITHOUT PAY</b>				
Christina Cormier	Teacher	Oak Park Elementary	Fall 2013-2014	Rescind
<b>MEDICAL SABBATICAL</b>				
Linda Clark	Teacher	DeQuincy Elementary	Fall 2013-2014	
Beverly Koonce	Teacher	Vinton Elementary	2013-2014	
Terri Simpson	Teacher	Maplewood Middle	2013-2014	
Allyson Stulb	Teacher	T.H. Watkins Elementary	Fall 2013-2014	
Elaine Guillory	Teacher	LeBleu Settlement	2013-2014	

**APPROVED - August 2, 2013**

*Gary E. Henderson*

LAST	POSITION	LOCATION	DATES	ADDITIONAL INFO
<b>RESIGNATION</b>				
Angela Madden	Teacher	STEPS	08/01/13	Accepted other employment
Melissa Reed	Teacher Aide	Western Heights Elementary	08/06/13	Personal reasons
Kathryn Pruitt	Teacher	Barbe High	08/09/13	Relocating
Charlie Mitchell	Band Director	LaGrange High	08/07/13	Personal reasons
Lindsey Saucier	Teacher	Brentwood Elementary	07/29/13	Relocating
Belinda McCardle	Cafeteria Technician	Vinton Elementary	08/05/13	Personal reasons
Laura Parker	Teacher	Maplewood Middle	08/03/13	Accepted employment in another district
Taricka Paul	Teacher	College Oaks Elementary	08/02/13	Relocating
Blake Reynolds	Teacher	LaGrange High	08/06/13	Seeking other employment
Kelli Woods	Teacher	Starks High	08/08/13	Accepted other employment
Mary Ann Wolfe	Custodian	W.W. Lewis Middle	08/01/13	Personal reasons
Brian Doga	Teacher	Molo Middle	08/09/13	Personal reasons
Eva Thomas	Teacher Aide	Reynaud Middle	08/06/13	Accepted other employment
<b>RETIREMENT</b>				
Elverna Leger	Bus Driver	Western Heights Elementary	08/05/13	
<b>MATERNITY LEAVE</b>				
Lacey Armentor	Teacher	Dolby Elementary	10/2/13-1/6/14	Due Date: 10/2/13

**LEAVE WITHOUT PAY**

Mary Kay Corcoran	Teacher	Federal Program	2013-2014
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**MEDICAL SABBATICAL**

Larry Dziekan	Teacher	LaGrange High	2013-2014
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**RESCIND SABBATICAL**

Tiffany Broussard	Teacher	Special Services	Fall 2013-2014
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Wanda Shows	Teacher	Barbe High	2013-2014
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**APPROVED - August 9, 2013**


LAST	POSITION	LOCATION	DATES	ADDITIONAL INFO
<b>RESIGNATION</b>				
Lindsay Smythe	Teacher	R. W. Vincent/Vincent Settlement	08/07/13	Relocated
Larry Gentry	Custodian	DeQuincy High	08/12/13	Accepted other employment
Brandrick Levy	Clerk	Nursing Department	08/13/13	Personal reasons
Elliott Ford	Teacher	Barbe Elementary	08/12/13	Personal reasons
Pam Manuel	Teacher	Combre/Fondel Elementary	08/13/13	Personal reasons
Lynda Payne	Custodian	Vinton Middle	08/08/13	Personal reasons
Caren Gunter	Teacher	Vinton Elementary	08/13/13	Personal reasons
Jill Rochard	Teacher	DeQuincy Middle	08/14/13	Personal reasons
Alicia Joseph	Teacher Aide	Oak Park Elementary	08/12/13	Personal reasons
Angela Stetz	Cafeteria Technician	W. T. Henning Elementary	08/15/13	Personal reasons
Debbra Holeton	Speech Pathologist	Special Services	05/24/13	Spouse transferred
Ebony Perry	Teacher Aide	LaGrange High	08/07/13	Personal reasons
Justin Thomas	Cafeteria Technician	Oak Park Middle	07/31/13	Personal reasons
<b>RESCIND RETIRE REHIRE RESIGNATION</b>				
Martha Sarver	Teacher	Reynaud Middle		Returns to work for 2013-2014
<b>RETIREMENT</b>				
Colynn Marsch	Librarian	Vinton Middle	08/31/13	
Nora Chatman	Teacher Aide	Adult Education	08/12/13	

**RETIREMENT**

Heather Mock	Teacher	Ralph Wilson Elementary	02/20/13	
Joycelyn Spears	Teacher Aide	Adult Education	08/12/13	
Marva Davis	Principal	Calcasieu Parish Alternative Site	10/18/13	
Ramona Landry	School Nurse	Nursing Department	09/13/13	
Deborah Malvo	Cafeteria Technician	Kaufman Elementary	08/16/13	

**MATERNITY LEAVE**

Amanda Hoffpauir-Huguley	Teacher	Starks High	8/22/13-10/7/13	Due Date: 8/22/13
Sara Ellis	Teacher	Iowa High	10/11/13-12/2/13	Due Date: 10/13/13
Stacy Doucet	Teacher	Washington Marion High	8/14/13-9/25/13	Due Date: 8/13/13

**LEAVE WITHOUT PAY**

Melissa Frazier	Teacher Aide	DeQuincy Primary	8/12/13-9/13/13	
Carole Chavanne	Teacher	Washington Marion High	8/14/13-11/1/13	

**MEDICAL SABBATICAL**

Gloria Watson	Teacher	Brentwood Elementary	Fall 2013-2014	
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**APPROVED - August 20, 2013**




LAST	POSITION	LOCATION	DATES	ADDITIONAL INFO
<b>RESIGNATION</b>				
Jenna Babineaux	Teacher	J.I. Watson Middle	08/30/13	Relocating
Caroline Dingler	Teacher Aide	S. J. Welsh Middle	05/24/13	Personal reasons
Michael Fournet	Custodian	S. P. Arnett Middle	08/19/13	Personal reasons
Amy Ballard	Speech Therapist	Special Services	08/08/13	Accepted other employment
Wayne LaFleur	Custodian	LeBleu Settlement Elementary	08/22/13	Seeking other employment
Karen Adams	Custodian	Combre-Fondel Elementary	08/21/13	Personal reasons
Katrina Aucoin	Teacher Aide	Sam Houston High	08/27/13	Personal reasons
Theresa Guidry	Cafeteria Technician	Starks High	05/24/13	Personal reasons
Ida Balket	Teacher Aide	Head Start	05/24/13	Personal reasons
Frantina Green	Cafeteria Technician	J. D. Clifton Elementary	08/30/13	Personal reasons
Gail Vincent	Teacher Aide	J. I. Watson Middle	08/30/13	Accepted other employment in the district
Samantha Bourgeois	Speech Therapist	Special Services	08/13/13	Personal reasons
Joanna Sneve	Teacher	J. I. Watson Middle	08/16/13	Personal reasons
<b>RECOMMENDED TERMINATION</b>				
Royce Allen, Jr.	Electrician	Maintenance Department	08/05/13	
<b>RETIREMENT</b>				
Rebecca Savant	Teacher	Adult Education	08/27/13	
Arlene Cain	Teacher	LCB Academy	01/07/14	

**RETIREMENT**

Faylyn Wiley	Teacher	Gillis Elementary	08/29/13	
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**MATERNITY LEAVE****DUE DATE:**

Sarah Bankens	Teacher	Kaufman Elementary	10/14/13-1/7/14	10/13/2013
Allison Anderson	Teacher	Vinton Elementary	9/23/13-11/4/13	9/21/2013
Alexis Martin	Teacher	Maplewood Middle	3/15/14-5/9/14	3/15/2014
Melissa Cox	Teacher	Barbe High	8/28/13-11/13/13	8/30/2013
Amanda Guerrero	Administrative Intern	DeQuincy Primary	8/21/13-10/2/13	8/20/2013
Lauren Prosser	Teacher	F. K. White Middle	8/19/13-9/30/13	8/23/2013
Samantha Armentor	Social Worker	Special Services	9/28/13-11/11/13	9/28/2013

**RESCIND LEAVE WITHOUT PAY**

Melissa Frazier	Teacher Aide	DeQuincy Primary	8/12/13-9/13/13	Accepted teaching position at DeQuincy Elementary
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**MEDICAL SABBATICAL**

Dorothy Thomason	Teacher	Westwood Elementary	Fall 2013-2014	
Joy Plauche	Teacher	Maplewood Middle	Fall 2013-2014	
Lisa Allain	Teacher	R. W. Vincent Elementary	2013-2014	
Lauren Byrd	Teacher	St. John Elementary	Fall 2013-2014	

**APPROVED - September 3, 2013**


LAST	POSITION	LOCATION	DATES	ADDITIONAL INFO
<b>RESIGNATION</b>				
Jenna Babineaux	Teacher	J.I. Watson Middle	08/30/13	Relocating
Caroline Dingler	Teacher Aide	S. J. Welsh Middle	05/24/13	Personal reasons
Michael Fournet	Custodian	S. P. Arnett Middle	08/19/13	Personal reasons
Amy Ballard	Speech Therapist	Special Services	08/08/13	Accepted other employment
Wayne LaFleur	Custodian	LeBleu Settlement Elementary	08/22/13	Seeking other employment
Karen Adams	Custodian	Combres-Fondel Elementary	08/21/13	Personal reasons
Katrina Aucoin	Teacher Aide	Sam Houston High	08/27/13	Personal reasons
Theresa Guidry	Cafeteria Technician	Starks High	05/24/13	Personal reasons
Ida Balket	Teacher Aide	Head Start	05/24/13	Personal reasons
Frantina Green	Cafeteria Technician	J. D. Clifton Elementary	08/30/13	Personal reasons
Gail Vincent	Teacher Aide	J. I. Watson Middle	08/30/13	Accepted other employment in the district
Samantha Bourgeois	Speech Therapist	Special Services	08/13/13	Personal reasons
Joanna Sneve	Teacher	J. I. Watson Middle	08/16/13	Personal reasons
<b>RECOMMENDED TERMINATION</b>				
Royce Allen, Jr.	Electrician	Maintenance Department	08/05/13	
<b>RETIREMENT</b>				
Rebecca Savant	Teacher	Adult Education	08/27/13	
Arlene Cain	Teacher	LCB Academy	01/07/14	
Faylyn Wiley	Teacher	Gillis Elementary	08/29/13	

**RETIREMENT**

Ina Delahoussaye	Director	TASI	09/13/13	
Aavonne Lambert	Bus Driver	Clifton Elementary	09/06/13	

**MATERNITY LEAVE****DUE DATE:**

Sarah Bankens	Teacher	Kaufman Elementary	10/14/13-1/7/14	10/13/2013
Allison Anderson	Teacher	Vinton Elementary	9/23/13-11/4/13	9/21/2013
Alexis Martin	Teacher	Maplewood Middle	3/15/14-5/9/14	3/15/2014
Melissa Cox	Teacher	Barbe High	8/28/13-11/13/13	8/30/2013
Amanda Guerrero	Administrative Intern	DeQuincy Primary	8/21/13-10/2/13	8/20/2013
Lauren Prosser	Teacher	F. K. White Middle	8/19/13-9/30/13	8/23/2013
Samantha Armentor	Social Worker	Special Services	9/28/13-11/11/13	9/28/2013

**RESCIND LEAVE WITHOUT PAY**

Melissa Frazier	Teacher Aide	DeQuincy Primary	8/12/13-9/13/13	Accepted teaching position at DeQuincy Elementary
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**MEDICAL SABBATICAL**

Dorothy Thomason	Teacher	Westwood Elementary	Fall 2013-2014	
Joy Plauche	Teacher	Maplewood Middle	Fall 2013-2014	
Lisa Allain	Teacher	R. W. Vincent Elementary	2013-2014	
Lauren Byrd	Teacher	St. John Elementary	Fall 2013-2014	

**APPROVED - September 3, 2013**
