

June 13, 2017

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 June 13, 2017, at 5:00 p.m.

The meeting was called to order by Ron Hayes, President. The prayer was led by Eric Tarver. The Pledge of Allegiance was led by Damon Hardesty.

ROLL CALL

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

Absent: Mr. Guidry

APPROVAL OF MINUTES

Mr. Dellafosse, with a second by Mr. Tarver, offered a motion to approve the Minutes of May 9, 2017, May 23, 2017, and May 31, 2017. The motion carried on a vote. Mr. Hardy asked that it be noted that he voted against two items:

May 9, 2017 – Turnaround School Principal

May 31, 2017 – Pre-K Enrollment Options

PRESENTATIONS

A. Perfect Attendance Presentation/Keith LeLeux, Director, Child Welfare & Attendance

Alanna Renaye Beasley, LaGrange High, 13 years

Samuel John Chandler, Iowa High, 13 years

Daniel James Eaglin, Westlake High, 13 years

Clara La'Sha Joseph, Washington-Marion High, 13 years

Kathryn "Kati" Murphy, Bell City High, 13 years

Sydney Victoria Seaford, Sulphur High, 13 years

Nathaniel Watts, Westlake High, 12 years

Sponsors:

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Stockwell, Sievert Law Firm
Billy Navarre
Sasol
Sweetlake Land & Oil
JD Bank
State Farm
Westlake Chemical
Phillip 66
Porche Advance Systems
LGHS Music Department
WMHS Administrators
Lakeside Bank

SUPERINTENDENT'S REPORT

Mr. Bruchhaus gave the following report:

1. All board members have received their May school population report.
2. All board members have received the May Head Start Report

Enrollment – 443

2017-2018 Coordinated Enrollment and Recruitment are still in process at all Head Start sites.

Policy Council Meeting was held on May 15, 2017.

3. I would like to report our current sales tax numbers for our general fund which show May, 2017, collections at \$2,488,297 or 24.7% above budget for the eleventh month of the 2016-2017 year.

Collections are \$546,829 or 4.5% above collections for the same month last year.

Collections for the 2016-2017 year, after eleven months, are \$15,483,938 or 12% over budget and \$8,453,770 or 6.2% over the same time period last year.

COMMITTEE REPORTS

Budget Committee, May 23, 2017/Mack Dellafosse, *Chair*

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Mr. Dellafosse gave the following report:

The Calcasieu Parish School Board Budget/Fiscal Management Committee met at 5:30 p.m., Tuesday, May 23, 2017, in the Board Room, 3310 Broad Street, Lake Charles, Louisiana. A quorum was present.

Present: Mack Dellafosse - Chairman, Alvin Smith - Vice Chairman, committee members Annette Ballard, Russell Castille, John Duhon, Glenda Gay, Damon Hardesty, Fred Hardy, Aaron Natali, Dean Roberts, Wayne Williams, and the secretary, Wilfred Bourne. Other Board members present were Chad Guidry and Ron Hayes.

Absent: Eric Tarver

Mr. Dellafosse called the meeting to order.

Mr. Bourne presented Budget Revision #3 for the 2016-2017 General Fund which included revenues and other sources of funds of \$344,522,029, an increase of \$9,484,942, and expenditures and other uses of funds of \$341,961,961, an increase of \$6,415 over revision #2. General Fund budget revision #3 projects a current surplus of \$2,560,068 resulting in an unassigned fund balance of \$52,988,660, or 15.38% of projected revenues.

On motion by Mr. Hayes seconded by Mr. Duhon, it was recommended that Budget Revision #3 to the 2016-2017 General Fund be approved as presented.

On behalf of the committee, Mr. Dellafosse offered a motion to approve. A second was not needed and the motion carried on a vote.

Next, the 2016-2017 Special Revenue Budget Revision #1 was presented for approval. Projected revenues and other sources of funds were \$57,438,077, an increase of \$1,663,517 from the original budget. Expenditures and other uses of funds are \$56,983,685, an increase of \$1,945,882, with a projected surplus of \$454,392, all in School Food Services. School Food Services is the largest of the Special Revenue Funds with projected revenues and other sources of funds of \$13,875,568, a decrease of \$355,783, from the original budget. The School Food Services Fund is projecting a surplus of \$454,392, leaving a fund balance of \$5,267,057, or 37.96% of projected revenues.

On motion by Mr. Duhon, seconded by Mr. Hayes, it was recommended that the 2016-2017 Special Revenue Budget Revision #1 be approved as presented.

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On behalf of the committee, Mr. Dellafosse offered a motion to approve. A second was not needed and the motion carried on a vote.

Mr. Bourne then presented the 2017-2018 Proposed General Fund Budget. Proposed revenues and other sources of funds are \$330,131,826, a decrease of \$14,390,203 from the final revision for 2016-2017. Expenditures and other uses of funds are projected at \$329,724,332, a decrease of \$12,237,629 from the final revision of 2016-2017. The proposed budget for 2017-2018 projects an operating surplus of \$407,494 leaving a projected unassigned fund balance of \$53,396,154 or 16.17% of projected revenues.

A motion was made by Mr. Roberts, seconded by Mr. Williams, to approve the 2017-2018 General Fund Budget for advertisement and final approval at the July 2017 Board meeting.

Mr. Bourne had several options to add to the General Fund Budget if the board was in support. The first item was to add 20 Activity buses and 5 Special Education buses. Mrs. Fontenot, the Director of Transportation, presented the need for the buses. There was much discussion on the subject. Mr. Bourne also indicated he would pursue possible financing options to spread costs over 3 years.

An amendment to the motion was made by Mr. Guidry, seconded by Mr. Roberts, to approve the purchase of the buses. The amendment was voted on and passed.

On behalf of the committee, Mr. Dellafosse made a motion to approve the 2017-2018 Proposed General Fund Budget. A second was not necessary.

Blue card to address the Board: Andrea Matte, President, Calcasieu Parish Bus Operators' Association.

Mr. Roberts offered an amendment to the original motion, seconded by Mr. Tarver, to purchase 16 buses instead of 20 and the motion to amend passed with one nay vote.

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Then, Mr. Bourne discussed Special Maintenance Project options to consider adding to the 2017-2018 General Fund Budget.

An additional amendment to the motion was made by Mr. Roberts, seconded by Mr. Duhon, to add Camera systems at 4 schools, security system upgrades at 5 schools, and fire alarm upgrades. The amendment failed to pass.

Another amendment to the original motion was made by Mrs. Ballard, seconded by Mr. Duhon, to recommend the fire alarm upgrades. The motion passed.

Then, the amended original motion to approve the 2017-2018 General Fund Budget was voted on and passed.

The original motion to approve the 2017-2018 Proposed General Fund Budget, amended from 20 to 16 buses and including fire alarm upgrades, passed on a vote with one nay vote.

Mr. Wayne Foster then presented school audits for approval. He advised the committee that there were no significant audit findings and recommended that the audits for the following schools be approved: A.M. Barbe High School, College Street T & I, LeBlanc Middle School, Maplewood Elementary School, Maplewood Middle School, Vincent Settlement Elementary School, and Westwood Elementary School.

On motion by Mr. Hardy, seconded by Mr. Guidry it was recommended that the school audits be approved as presented.

On behalf of the committee, Mr. Dellafosse offered a motion to approve. A second was not needed and the motion carried on a vote.

Next, Ms. Skylar Giardina presented renewal information for Property and Casualty Insurance.

On motion by Mrs. Ballard, seconded by Mr. Hardy, it was recommended to approve the property and casualty coverage with increased Property Limits for 2017-2018 and include Cyber Liability, reject uninsured/underinsured motorist coverage for 2017-2018, and authorize the superintendent or his designee to execute all renewal related contracts. The motion passed.

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On behalf of the committee, Mr. Dellafosse offered a motion to approve. A second was not needed and the motion carried on a vote.

The next item on the agenda was the Audit Compliance Questionnaires.

On motion by Mr. Smith, seconded by Mr. Williams, it was recommended to approve the Louisiana Compliance Questionnaires as presented.

On behalf of the committee, Mr. Dellafosse offered a motion to approve. A second was not needed and the motion carried on a vote.

Mr. Bourne provided a report of Calcasieu Parish School Board state and federal grant funded personnel. The report shows the percentage of salary paid from each grant listed by employee. This was given for informational purposes only and did not require a motion.

There being no further business to discuss, on motion by Mr. Hardesty and seconded by Mr. Natali, the committee adjourned the meeting at 7:09 p.m.

Superintendent Evaluation Committee, May 23, 2017/Mack
Dellafosse, *Chair*

Mr. Dellafosse gave the following report:

The Committee to draft the Superintendent evaluation document met Tuesday, May 23, 2017, in the Board room at 3310 Broad Street, Lake Charles, Louisiana. A quorum was present.

Present: Mack Dellafosse, Chair, Committee members, Annette Ballard, John Duhon, Damon Hardesty and Ron Hayes. Other Board Members present Glenda Gay, Chad Guidry, Fred Hardy, Aaron Natali, Dean Roberts, Alvin Smith and Wayne Williams.

The purpose of the meeting was for the committee to begin drafting a new evaluation instrument to evaluate the Superintendent.

Mr. Dellafosse read a synopsis of the process with the ultimate goal that the evaluation tool will give meaningful feedback to both the Superintendent and the

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Board.

The creation of the final evaluation tool will include a total of two to three public meetings including this one.

There being no further business to discuss, on a motion by Mr. Williams and seconded by Mr. Hayes the committee adjourned at 7:25 p.m.

This report was for information only.

TAKE APPROPRIATE ACTION

Mr. Hayes read the following items:

A. Permission to appoint educators and parents to serve on the Pupil Progression Plan Committee for 2017-2018

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

B. Consideration and approval of Cooperative Endeavor Agreement between CPSB and Recreation District No. 1 of Ward 8 on lease of property (Draft is available for viewing at 3310 Broad Street).

On a motion by Mr. Natali to approve the draft in principle, subject to review and approval by counsel and seconded by Mrs. Ballard, the motion carried on a vote.

C. Consideration and approval for Cooperative Endeavor Agreement with the Calcasieu Parish Police Jury/Summer Food Service Program (Draft is available for viewing at 3310 Broad Street).

On a motion by Mrs. Ballard to approve the draft in principle, subject to review and approval by counsel and seconded by Mr. Tarver, the motion carried on a vote.

BID REPORTS

Mr. Hayes read the following items:

A. Approval of Official Journal/Renewal-1/Lake Charles American Press/General Fund

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OFFICIAL JOURNAL RNL-1 to Lake Charles American Press as follows:

- \$5.00 sq inch for electronic submission
- \$5.25 sq inch for non-electronic submission

On a motion to approve by Mr. Dellafosse and seconded by Mr. Tarver, the motion carried.

B. Bid #2018-08 Rebid Food Items/Food Services Department

BID 2018-08REBID FOOD ITEMS was opened on May 23, 2017 @ 10:00 am

BIDS WERE SENT TO THE FOLLOWING:

DIAMOND FOODS
EPIC HARVEST
LABATT FOODS
LACASSANGES
PON FOODS
WILLIAM GEORGE

BID RESULTS AS FOLLOWS:

DIAMOND FOODS	\$ 62,615.00
LACASSAGNES	\$ 43,610.00
PON FOODS	<u>\$ 93,750.00</u>
TOTAL:	\$199,975.00

The staff recommends awarding as indicated above as the lowest responsible responsive bidder.

Building Foundations for the Future

On a motion to approve by Mr. Dellafosse and seconded by Mr. Tarver, the motion carried.

C. Bid #2018-26 Plumbing Services Agreement/General Fund

On a motion to approve by Mr. Duhon and seconded by Mr. Roberts, the motion carried.

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BID 2018-26 PLUMBING SERVICES AGREEMENT was opened on May 31, 2017 @ 10:00 am

The contractors listed below agreed to and returned the Services Agreement that proposed the following rates:

Journeyman/Tradesman Plumber	\$ 99.72/HR/ST	\$149.58/HR/OT
Plumbers Apprentice	\$ 53.85/HR/ST	\$ 80.78/HR/OT
Laborer	\$ 35.00/HR/ST	\$ 52.50/HR/OT
Supervision	\$110.00/HR/ST	NO OT

Able Plumbing
Dautriel's Plumbing
Pelican Plumbing
Porche Plumbing
Roto Rooter Plumbing
Trowth Plumbing

The staff recommends these as the contracted Plumbing rotation list.

D. Bid #2018-27 Electrical Services Agreement/General Fund

On a motion to approve by Mr. Duhon and seconded by Mr. Roberts, the motion carried.

BID 2018-27 ELECTRICAL SERVICES AGREEMENT was opened on May 31, 2017 @ 10:00 am

The contractors listed below agreed to and returned the Services Agreement that proposed the following rates:

Journeyman/Tradesman	\$ 69.46/HR/ST	\$104.19/HR/OT
Apprentice Labor	\$ 37.69/HR/ST	\$ 56.54/HR/OT
Laborer	\$ 30.69/HR/ST	\$ 46.04/HR/OT
Supervision	\$ 82.50/HR/ST	NO OT

Greg Blanchard Electric
Dollar Electric
Ducote Air & Electric
Electrical Contracting Services, LLC
Kellogg Electric
Seven O Electric
Wills Electric

The staff recommends these as the contracted Electrical rotation list.

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E. Bid #2018-28 General Repair Services Agreement/General Fund

BID 2018-28 GENERAL REPAIR SERVICES AGREEMENT was opened on June 13, 2017 @ 10:00 am

The contractors listed below agreed to and returned the Services Agreement that proposed the following rates:

Tradesman Labor	\$ 45.64/HR/ST	\$ 68.46/HR/OT
Apprentice Labor	\$ 34.46/HR/ST	\$ 51.69/HR/OT
Laborer	\$ 23.69/HR/ST	\$ 35.54/HR/OT
Supervision	\$ 54.21/HR/ST	NO OT

Gunter Construction
Hicks Enterprises
Sam Istre Construction
Keiland Construction
Lake Area Pressure Washing
Porche Construction
Pat Williams Construction
Wolfpack Contracting & Maintenance

The staff recommends these as the contracted General Repair rotation list.

On a motion to approve by Mr. Duhon and seconded by Mr. Roberts, the motion carried.

PERMISSION TO ADVERTISE

Mr. Hayes read the following items:

A. Permission to advertise for band instruments/Sam Houston High School/Sales Tax District #3 Capital Projects funds

On a motion to approve by Mr. Roberts and seconded by Mr. Breaux, the motion carried.

B. Permission to advertise for uniform rental and laundry service/Transportation Department/General Fund

On a motion to approve by Mr. Dellafosse and seconded by Mr. Duhon, the motion carried.

C. Re-advertisement for property west of Sam Houston High School Stadium

On a motion to approve by Mr. Duhon and seconded by Mr. Dellafosse, the motion carried.

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CORRESPONDENCE

Mr. Hayes read the following item:

A. Change Order Number One(1) for the Project, “CPSB Classroom Pods, Phase X”, Project #201705Pc; Champeaux, Evans, Hotard, APAC, Designer; Miller & Associates Development Inc., Contractor; *Increase* of \$37,047.40 and *Increase* of sixteen (16) days.

On a motion to approve by Mr. Duhon and seconded by Mr. Dellafosse, the motion carried.

CONDOLENCE/RECOGNITION

Mr. Hardy asked for letters of condolence to the following:
The family of Mrs. Beulah Joubert
The family of Mrs. Lavinia Cooper

Mrs. Ballard thanked the staff for the recent Job Fair.

SCHEDULE COMMITTEES

C&I Committee.....August 23, 2017, 5:00 p.m.
A&P Committee..... (to follow)
Budget Committee.....September 26, 2017, 5:00 p.m.

ADJOURN MEETING

On a motion to adjourn by Mr. Hardy and a second by Mr. Duhon, the meeting was adjourned at 6:12 p.m.

Ron Hayes, President

Karl Bruchhaus, Secretary