

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, July 10, 2018

2018-2019 BUDGET HEARING 4:30 p.m.

Notice Posted: July 6, 2018 12:00 noon

NOTICE OF PUBLIC MEETING

A public meeting will be held as follows:

DATE: July 10, 2018

TIME: 5:00 p.m.

PLACE OF MEETING: 3310 Broad Street
Lake Charles, LA 70615

Adoption of 2018 Millages

1. **Prayer/Pledge of Allegiance** – Eric Tarver
2. **Roll Call**
3. **Approval of Minutes**
 - A. June 12, 2018
4. **Presentations**
 - A. Barbe High School student/Perfect Attendance/Keith LeLeux, CWA Director
5. **Superintendent's Report**
6. **Executive Session**
 - (None)
7. **Committee Report**
 - A. A&P Committee, June 26, 2018/Eric Tarver, *Chair*

8. Take Appropriate Action

- A. Adoption of 2018 Millages
- B. Adoption of 2018-2019 Budgets
- C. Appointment of Calcasieu Parish School Board West Calcasieu Representative for Chennault Board of Commissioners
- D. Appointment of Calcasieu Parish School Board East Calcasieu Representative for Chennault Board of Commissioners
- E. Adoption of Louisiana Compliance Questionnaire

9. Bid Reports (Bids for Items E& F open after agenda print date, information will be available prior to meeting).

- A. RFP 2019-30 – Fresh Pizza Delivery/School Food Services Department
- B. Bid 2019-19 – Pest Control Services/General Funds
- C. RFP 2019-32 – Security Camera Installations/\$50 million allocation
- D. RFP 2019-33 – Security Camera Equipment/\$50 million allocation
- E. Bid 2019-08 Re-bid – Food & Supplies Re-Bid Items/School Food Services Department
- F. Bid 2019-29 Head Start Snacks/Head Start Grant Funds

10. Permission to Advertise

- A. Small Equipment/Wares, School Food Services Department

11. Correspondence

(None)

12. Condolences/Recognitions

13. Schedule Committees

September 25, 2018.....Budget Committee, 5:00 p.m.

14. Adjourn Meeting

JUNE 12, 2018

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 Tuesday, June 12, 2018, at 5:00 p.m.

The meeting was called to order by Mack Dellafosse, President. The prayer and Pledge of Allegiance were led by Annette Ballard.

ROLL CALL

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

Mr. Roberts was absent.

APPROVAL OF MINUTES

On a motion to approve the Minutes of May 8, 2018 by Mr. Hayes and seconded by Mr. Hardy, the motion carried. Mr. Dellafosse asked for a vote to accept the Supplemental Agenda. After asking if there was any public comment, Mr. Natali offered a motion to approve adding to the agenda, with a second by Mr. Hardesty. The motion carried unanimously.

PRESENTATIONS**A. Presentation of Accelerated Reader students/Helen Curol, Library Consultant**

Dolby Elementary, Micah Rickert
Bell City, Kayla Roy
S.J. Welsh Middle, Kairi McFarlain

B. Presentation of Perfect Attendance students/Keith LeLeux, Director, CWA

Sherie Antoinette Broussard, Sam Houston High
Nicholas Jamar Watts, Westlake High
Sponsors: Alex Mouhot and Charles O'Connor with Stockwell, Sievert Law Firm,
Billy Navarre Chevrolet and Phillips 66, Keith LeLeux, presenter. Mr. LeLeux thanked Karen Walked for her help in organizing this presentation.

C. Introduction of Elementary Teacher of the Year/Stefanie Self, Westwood Elementary by Principal Gerald Treme

D. Introduction of Kevin Melton, Chennault Executive Director by Charles Dalglish, President, Chennault Board of Commissioners

E. Penny Haxthausen, Prosecutor's Early Intervention Program

SUPERINTENDENT'S REPORT

1. Board Members have received the May school population report.
2. All Board Members have received the May Head Start Report.

Program Governance

Policy Council meeting was held on May 21, 2018. The following items were approved:

April 23rd Policy Council Minutes

April's Director's Report

April's Attendance Report

April's Financial Report

Program Operations

Enrollment – 449

3. I would like to report our current sales tax numbers for our general fund which show May, 2018, collections at \$3,806,558 or 37.4 % above budget for the 11th month of the 2017-2018 year.

Collections are \$1,404,825 or 11.2 % above collections for the same month last year.

Collections for the 2017-2018 year after eleven months are \$52,275,960 or 39.1 % over budget and \$41,946,707 or 29.1 % over the same time period last year.

4. Just a reminder to all Board Members that qualifying dates for the Tuesday, November 6, board election are July 18, July 19, and July 20. More information on this was given to you in your board packet.

COMMITTEE REPORTS

Mr. Dellafosse moved the C&I Committee report to Item A., with the Budget Committee report to follow as Item. B.

A. Curriculum and Instruction Committee/Annette Ballard, Chair

Mrs. Ballard gave the following report:

The Calcasieu Parish School Board Curriculum and Instruction Committee met Tuesday, May 15th, 2018 in the Board Room, 3310 Broad Street, Lake Charles, Louisiana.

Committee Members Present: Annette Ballard; Chair, Fredman Hardy; Vice Chair, Alvin Smith, Wayne Williams, Russell Castille, Glenda Gay, Dean Roberts,

Other Board Members Present: Mack Dellafosse, Chad Guidry, Damon Hardesty, and Ron Hayes.

Committee Members Absent: John Duhon and Aaron Natali

The C&I Committee Meeting was called to order at 5:53 pm. by Annette Ballard, Chairman. A quorum was present.

The first item on the agenda was a presentation by the Lake Charles Education Collaborative pertaining to the 21st Century Community Learning Center Program. The program is designed to provide after school programming for targeted middle and high school students. Reverend Charles Robertson shared a PowerPoint that highlighted the goals and objectives of the program and the role it could play in improving student academic performance, motivation, and leadership.

After comments from Board Members, a motion was made by Mr. Hayes and seconded by Mr. Hardesty to ask staff to continue looking at the feasibility of partnering with the 21st Century Community Learning Center to provide after school programming and come back to the Board with a recommendation at a later date. The motion carried.

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

Mr. Campbell then presented a request from staff for permission to combine the University Programs of Washington Marion and LaGrange at the LCBA Campus for core instruction during the 2018-19 school year in an effort to provide enhanced instructional opportunities as well as addressing low student participation.

Mr. Campbell presented the board with statistics from both Washington Marion and LaGrange before yielding the floor to Mr. Robert Pete who explained the three options that the staff looked at before making their recommendation.

A motion was made by Mr. Dellafosse and seconded by Mr. Hardesty to approve combining the University Programs of Washington Marion and LaGrange at the LCBA Campus for the 2018-19 school year and return both programs to LaGrange for the 2019-2020 school year.

Public input was received from the following people through Blue Cards:

Shawn Papillion

Wil Clophus

After public comment and extensive discussion, the motion passed 9 to 2 with Mr. Hardy and Ms. Gay voting against the motion.

On behalf of the committee, Mrs. Ballard offered a motion to approve the committee recommendation.

Submitting blue cards:

Jessie Perron

Kathy Chafin

Katherine Thorn

Amanda Thorn

Danielle Mann

Tish Ardoin

Yolanda Smith

Nwora Fairley

Dr. Doug DeVillier answered questions from the Board. After a lengthy discussion, Mr. Hayes called the question, with a second by Mrs. Gay. This carried on a vote.

Mr. Hardy, with a second by Mrs. Gay, offered an amendment to the committee recommendation to keep the programs at the home schools for another school year. If there are not at least thirty students that have qualified for the Washington-Marion University Program for the 2019-2020 school year, then alternatives will be explored and the Board will re-visit this at that time. There was one nay vote. The original motion carried, as amended.

Next, Mr. Campbell explained the revisions to the 2018-2019 Student Code of Conduct. Revisions to pages 14, 15, 16, 22-28, 30, 38 and 40 that included changes to the Bullying and Intimidation, Zero Tolerance, Medication, School Bus Conduct, Level 4 Infractions and Appeal of Suspension policies were presented.

JUNE 12, 2018

After a short discussion the committee agreed unanimously to accept the revisions to the 2018-2019 Student Code of Conduct.

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

There being no further business to discuss, Mrs. Ballard requested a motion to adjourn at 8:08 p.m. which was offered by Mr. Hardesty and seconded Mr. Hayes. Motion carried.

B. Budget Committee/May 15, 2018/Damon Hardesty, Chair

Mr. Hardesty gave the following report:

The Calcasieu Parish School Board Budget/Fiscal Management Committee met at 5:00 p.m., Tuesday, May 15, 2018 in the Board Room, 3310 Broad Street, Lake Charles, Louisiana. The prayer was led by Alvin Smith and the pledge by Ron Hayes. A quorum was present.

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

Absent: John Duhon and Eric Tarver

Mr. Hardesty called the meeting to order.

Mr. Castille made a motion to amend the agenda by adding item #9; Permission to issue request for proposal (RFP) for disaster recovery services and was seconded by Mr. Hayes.

The committee voted unanimously to add the item.

Mr. Bourne presented Budget Revision #3 for the 2017-2018 General Fund which included revenues and other sources of funds of \$378,711,897, an increase of \$9,069,872, and expenditures and other uses of funds of \$388,360,767, an increase of \$30,201,118 over revision #2. General Fund budget revision #3 projects a current deficit of \$9,648,870 resulting in an unassigned fund balance of \$45,785,831, or 11.79% of projected expenditures.

On a motion by Mr. Hayes and seconded by Mr. Hardy, it was recommended that Budget Revision #3 to the 2017-2018 General Fund be approved as presented.

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

Next, the 2017-2018 Special Revenue Budget Revision #1 was presented for approval. Projected revenue and other sources of funds were \$57,587,237, an increase of \$1,349,160 from the

original budget. Expenditures and other uses of funds are \$58,521,234, an increase of \$1,083,157, with a projected surplus of \$266,033, 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 \$13,976,256, an increase of \$100,688, from the original budget. The Food Services Fund is projecting a surplus of \$266,033, leaving a fund balance of \$6,411,434, or 45.87% of projected revenues.

On a motion by Mr. Hardy and a second by Mrs. Ballard, it was recommended that the 2017-2018 Special Revenue Budget Revision #1 be approved as presented.

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

Mr. Bourne then presented the 2018-2019 Proposed General Fund Budget. Proposed revenues and other sources of funds are \$338,980,457, a decrease of \$39,731,440 from the final revision for 2017-2018. Expenditures and other uses of funds are projected at \$337,655,594, a decrease of \$50,705,173 from the final revision of 2017-2018. The proposed budget for 2018-2019 projects an operating surplus of \$1,324,863 leaving a projected unassigned fund balance of \$47,110,694 or 13.95% of projected expenditures.

Mr. Dellafosse made a motion to approve the 2018-019 General Fund Budget for advertisement and final approval at the July 2018 Board and seconded by Mr. Roberts. After discussion, Mr. Dellafosse withdrew his motion and Board Members will meet with Mr. Bourne in small groups to discuss the budget in detail and then present it at the June 12th, regular Board meeting to authorize for advertisement and final approval at the July 2018 Board meeting.

Mr. Hardesty offered a motion to approve the budget as presented for advertisement and adoption at the July, 2018 meeting. Mr. Tarver seconded the motion.

Mr. Guidry offered an amendment to the motion to add items #1, 3, and 4, from the proposed capital outlay project list presented by the Maintenance Department. The amendment was seconded by Mr. Hayes and approved.

Next, the amended motion to advertise and present the 2018-2019 budget for adoption at the July 10 meeting, including capital outlay list items 1, 3, and 4 was approved.

Next, Mr. Bourne presented a current update on the status of POD Project #10. Four Pods are complete, one is near completion, seven are in some stage of progress, and one has started dirt work since the first POD at the same location has been completed. This report was for information only.

Mr. Bourne then presented a Riverboat Fund Update for FY18 and a projection of operations for

FY19. The projected reserves for FY18 are \$3,063,075 and the projection for FY19 is \$3,698,050. This was presented as information only and did not require any action.

Mr. Bourne provided a report of state and federal grant funded personnel. The report shows the salary paid from grant funds to each listed employee. This was given for informational purposes only and did not require any action.

Next, Ms. Skylar Giardina presented renewal information for Student/Athletic Accident Catastrophic/Extended Day Insurance Renewal.

On a motion by Mr. Roberts and a second by Mr. Dellafosse, it was recommended to approve the Student and Athletic Accident Catastrophic/Extended Day Insurance with Gerber for 2018-2019 as presented.

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

Mr. Bourne then requested to apply for a Purchasing card for the Head Start Program due to state licensing fees not being able to be paid using traditional check methods and only credit card payments being accepted. The card will also be used in a very limited scope to secure travel reservations for staff.

On a motion by Mr. Hardy, seconded by Mr. Dellafosse, it was recommended to approve the Purchasing card for the Head Start Program. After discussion Mr. Dellafosse made a motion to amend the original motion to only allow the credit card to be used to pay the licensing fees and not for travel reservations. The motion passed. Then the committee voted unanimously to pass the amended motion.

Mr. Hardy offered a motion to add travel back to the request for payment of parent related travel expenses. Mr. Guidry seconded the motion. On a vote, the motion carried.

The vote carried unanimously for the original motion to allow a purchasing card for the Head Start Program.

Mr. Bourne read a public notice in compliance with LA R.S. 42:19.1 announcing the intent to adopt the annual millage rates levy for Calcasieu Parish School Board at the July 10th, 2018 Board meeting. This did not require a motion.

The last item was permission to issue a Request for Proposal (RFP) for disaster recovery services. The existing contract was not bid out in accordance with FEMA procurement standards and guidelines which in turn could jeopardize any future federal disaster assistance for which the Calcasieu Parish School Board would otherwise be eligible.

A motion was made by Mr. Roberts and a second by Mr. Hayes to grant permission to issue a

Request for Proposal (RFP) for disaster recovery services.

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

TAKE APPROPRIATE ACTION

Mr. Dellafosse read the following items:

A. Approval of Resolution for Industrial Tax Exemption/Southside Machine Works, LLC

RESOLUTION NO.

A RESOLUTION OF THE *CALCASIEU PARISH SCHOOL BOARD* APPROVING SOUTHSIDE MACHINE WORKS, LLC FOR PARTICIPATION IN THE INDUSTRIAL TAX EXEMPTION PROGRAM AT *500 LEGER ROAD, LAKE CHARLES, CALCASIEU PARISH, LOUISIANA*

WHEREAS, Article 7, Section 21(F) of the Louisiana Constitution provides for the Board of Commerce and Industry (“BCI”), with the approval of the Governor, to approve contracts for the exemption of ad valorem taxes of a new manufacturing establishment or an addition to an existing manufacturing establishment, on such terms and conditions as the board, with the approval of the Governor, deems in the best interest of the state; and

WHEREAS, Southside Machine Works, LLC has applied for an Industrial Tax Exemption (“ITE”) and seeks approval of the BCI and the Governor for a contract granting that exemption; and

WHEREAS, Governor Edwards, through Executive Order JBE 16-73, has set forth the conditions for his approval of ITE contracts, and affirmed that those conditions are in the best interest of the state of Louisiana; and

WHEREAS, Executive Order JBE 16-73 provides that ITE contracts should be premised upon job and payroll creation at new or expanded manufacturing plants or establishments, and that the percentage of exemption from ad valorem taxes, and length of the contract for such exemption, may vary depending upon the nature of the project and its economic development benefit in accordance with guidance received from the Secretary of Economic Development and concurred in by the appropriate parish and/or municipal council, school board, and sheriff; and

WHEREAS, Executive Order JBE 16-73 mandates that each exemption contract approved by the Governor shall include as Exhibit “A” a Cooperative Endeavor Agreement for the ITE between the State of Louisiana, the Louisiana Department of Economic Development, and the applicant for the ITE contract, which provides for the creation or retention of jobs, and provides for the exercise of the option in the Louisiana Constitution for the term or percentage of the parish ad valorem tax exemption granted in the contract, and provides for the reduction or loss of the exemption based upon the applicant’s compliance with the contract.

WHEREAS, Executive Order JBE 16-73 further requires that this board, together with the other required local governmental entities signify consent to the terms of the exemption by resolution and the sheriff of this parish shall signify consent to the terms of the exemption by letter. Executive Order JBE 16-73 further provides that the resolutions of approval and the sheriff’s approval shall be attached as Exhibit “B” to the ITE contract between the BCI and Southside Machine Works, LLC and

WHEREAS, Southside Machine Works, LLC and the Louisiana Department of Economic Development have advised that certain terms and conditions forming Exhibit “A” to the Industrial Tax Exemption Contract pending approval before the Louisiana Board of Commerce and Industry have been reached and have conveyed the same to this board, and thus this matter is now ready for a determination of approval of this board as required by Executive Order JBE 16-73, and

THEREFORE, BE IT RESOLVED, upon consideration of the foregoing and the public discussion held this day, that this board approves the terms of the Industrial Tax Exemption contract based on the inclusion of the following terms and conditions into Exhibit “A” (the Cooperative Endeavor Agreement between the State of Louisiana, the Louisiana Department of Economic Development, and Southside Machine Works, LLC) to the Industrial Tax Exemption contract between the Board of Commerce and Industry and Southside Machine Works, LLC with respect

JUNE 12, 2018

to its manufacturing plant located at 500 Leger Road, Lake Charles, Calcasieu Parish, Louisiana:

9 New Direct Jobs at the Manufacturing Establishment

\$810,000.00 Annual Payroll

5 Years Term of Exemption Contract

100 Percentage of Exemption from Parish Ad Valorem Taxes

100% Loss of Exemption for non-compliance

This board further authorizes the Louisiana Department of Economic Development, on behalf of the Board of Commerce and Industry, to include this resolution in Exhibit "B" to the Industrial Tax Exemption Contract between the Board of Commerce and Industry and Southside Machine Works, LLC.

THEREFORE, BE IT FURTHER RESOLVED by this board that a copy of this resolution shall be forwarded to Board of Commerce and Industry and the Louisiana Department of Economic Development.

THE FORGOING RESOLUTION WAS READ, AND, AFTER PUBLIC DISCUSSION, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS: 14

NAYS: 0

ABSENT: 1

ABSTAIN: 0

AND the resolution was declared adopted on this 12th Day of June, 2018.

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

B. Approval of COLA Grant application/Head Start Program

Grant Title: Calcasieu Parish School Board (CPSB) Head Start Program

Grant Source: Federal

Grant Amount: \$97,973 (Head Start COLA); \$6,175 (Head Start T/TA)

Schools: DeQuincy Primary, J. D. Clifton Elementary, Jake Drost, Brenda H. Hunter, and J. I. Watson

Person Applying: Michelle L. Joubert – Early Childhood Director

Purpose: The Head Start Program provides an integrated approach of early childhood care and education that includes comprehensive services to four hundred fifty (450) children ages 3 and 4. It is designed to focus on providing early literacy and mathematical skills necessary for children to become Kindergarten ready. The program promotes school readiness by enhancing social and cognitive development of children by providing health, nutritional, social and other services. CPSB School Readiness Goals are aligned with the Head Start Childhood Development and Early Learning Framework and the Louisiana Birth to 5 Early Learning and Development Standards. Research-based assessment methods are being used to support teacher-child interactions and children's progress towards the school readiness goals. Head Start program also includes engaging parents, families and communities in their child's learning.

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

JUNE 12, 2018

C. Approval to enter into I-210 bridge incentive agreement with gaming funds

To: Board Members
From: Karl Bruchhaus, Superintendent
Date: June 12, 2018
Subject: I-210 Early Completion Incentive

The I-210 bridge construction project will begin in late 2018. By all accounts the construction will create hardships on our area roads. The estimates on construction time will be up to 24 months. One whole side of the bridge will be closed, while the other will be two-way traffic, with a barrier in the middle. All agencies are worried about the length of the project, the inconveniences caused, and the effects on services.

The members of the gaming pool, including the Police Jury and municipalities, have developed a proposal to provide an incentive for early completion of the project by one or two months. They have asked the School Board, as a participant in gaming revenues, to participate with the group financially. The total amount of the governmental incentive would be \$375,000 paid upon completion of the contract if earned, likely in 2020. The maximum contribution by the School Board would be \$33,471.00. It appears that various business interests will provide an additional \$375,000 to match the government payment.

The payments for entities would be taken directly from the gaming pool before distribution in 2020 if earned by the contractor. The Calcasieu Parish School Board will definitely be affected and inconvenienced by the bridge construction. It will be in our best interest to have the timeline shortened by as much as possible.

Staff is recommending participation in the agreement.

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

D. Approval of 2018-2019 Liability and Property Insurance Proposal

Property and casualty insurance renewal rates have been received for the 2018-2019 policy year as researched by Arthur J. Gallagher on behalf of the Calcasieu Parish School Board. These are available for viewing at 3310 Broad Street and as a part of our legal Minutes on the CPSB website.

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

E. Approval of professional services contract with Educational Epiphany in 13 Zone Schools, 2018-2019 services. (PROGRESS Grant Funds) pending legal counsel review. (Available for viewing at 3310 Broad Street and at CPSB website).

JUNE 12, 2018

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

BID REPORTS

Mr. Dellafosse read the following items:

A. Ralph Wilson Elementary School/Roofing Renovation/SD #31 Bond Funds

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

DATE: June 5, 2018

DESCRIPTION:

Ralph Wilson Elementary School - Roofing
Renovation

FUNDS: SD # 31 Bond Funds

BID NUMBER: 2018-21PC

DESIGNER: Griggs, Mitchell & Associates

CONTRACTOR	BASE BID
Roofing Solutions (Central Auction House)	\$995,000.00
Morcore Roofing	\$810,000.00
Chatmon Construction	\$1,056,000.00
Daughdrill Roofing	\$729,999.00
Ferguson Roofing	\$754,300.00

The Committee recommends award of the contract
to:

Daughdrill Roofing

JUNE 12, 2018

(Base Bid) in the amount of:

Seven Hundred Twenty Nine Thousand Three Hundred dollars and No/100

as the lowest qualified bidder meeting specifications.

On a motion to approve by Mr. Hardesty and a second by Mr. Hardy, the motion carried.

B. Pearl Watson Elementary School/Roofing Renovation/SD #31 Bond Funds

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

DATE: June 4, 2018

DESCRIPTION:

Pearl Watson Elementary School- Roofing Renovation

FUNDS: SD # 31 Bond Funds

BID NUMBER: 2018-20PC

DESIGNER: Griggs, Mitchell & Associates

CONTRACTOR	BASE BID
Roofing Solutions (Central Auction House)	\$1,494,960.00
Morcore Roofing	\$1,550,000.00

The Committee recommends award of the contract to:

JUNE 12, 2018

Roofing Solutions

(Base Bid) in the amount of:

One Million Four Hundred Ninety Four thousand Nine Hundred Sixty
Dollars & No/100

as the lowest qualified bidder meeting
specifications.

On a motion to approve by Mr. Hardesty and a second by Mr. Hardy, the motion carried.

C. New Gym and Band Hall Building/Sam Houston High School/ Sales Tax District #3

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

DATE: June 6, 2018

DESCRIPTION:

Sam Houston High School Gymnasium and Band
Building

FUNDS: SD # 27 Bond Funds

BID NUMBER: 201819PC

DESIGNER: Champeaux, Hotard, Evans Architects APAC

CONTRACTOR	BASE BID
Shannon Smith Construction LLC	\$7,170,000.00
Keiland Construction LLC	\$7,568,000.00
Pat Williams Construction LLC	\$7,149,000.00
Trahan Construction LLC	\$7,337,000.00

The Committee recommends award of the contract to:

JUNE 12, 2018

Pat Williams Construction LLC

(Base Bid) in the amount of:

Seven Million One Hundred Forty Nine Thousand Dollars and No/100

as the lowest qualified bidder meeting specifications.

On a motion to approve by Mr. Hardesty and a second by Mr. Hardy, the motion carried.

D. Phase 1 Roofing Replacement/Washington-Marion High School/SD#31 Bond Funds

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

DATE: June 6, 2018

DESCRIPTION:

Phase 1 - Roofing Replacement Washington Marion High

FUNDS: SD # 31 Bond Funds

BID NUMBER: 201817PC

DESIGNER: Ellender Architects & Associates LLC

CONTRACTOR	BASE BID
Chatmon Construction, LLC	\$650,000.00
Daughdrill General Contracting & Roofing Co., Inc.	No Bid
E. Cornell Malone Corp.	No Bid
Morcore Roofing, LLC	Bid Form Incomplete
Roofing Solutions, LLC	\$522,932.00
Rycars Construction, LLC	\$513,270.00

The Committee recommends award of the contract to:

JUNE 12, 2018

Rycars Construction LLC

(Base Bid) in the amount of:

Five Hundred Thirteen Thousand Two Hundred Seventy Dollars and No/100

as the lowest qualified bidder meeting specifications.

On a motion to approve by Mr. Hardesty and a second by Mr. Hardy, the motion carried.

E. Bid 2019-08 Food & Supplies/Food Services Department/Food Service Funds

BID 2019-08 – FOOD & SUPPLIES was opened on May 8, 2018 @ 9 AM

BIDS WERE SENT TO THE FOLLOWING:

Alpha Foods
Bimbo Bakeries
Borden Dairy
Calico Industries
Capitol City Produce
Diamond Foods
Economical Janitorial
Flowers Baking
Kevin Guidry Produce
Lacassagne's
Nardone Bros
Oak Farm Dairy
Oasis Foods
Pon Foods
Schwans
William-George

BID RESULTS AS FOLLOWS:

American Pride	\$ 15,442.50
Bimbo Bakeries	\$ 175,000.00
Capitol City Produce	\$ 437,063.00
Daxwell	\$ 39,226.00
Diamond Foods	\$ 517,343.26
Economical Janitorial	\$ 70,968.20
Interboro	\$ 3,696.00

JUNE 12, 2018

Lacassagne's	\$ 251,747.70
Lamm Foods	\$ 689,410.50
Nardone Bros	\$ 105,408.00
National Foods	\$ 213,000.00
Oak Farms Dairy	\$ 702,800.00
Pon Foods	\$ 790,297.00
William George	<u>\$ 234,215.55</u>
TOTAL	\$4,245,617.71

THE STAFF RECOMMENDS AWARDING AS INDICATED ABOVE AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDERS.

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

F. Bid 2019-20 Gasoline & Diesel Fuel/General Funds

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

BID 2019-20 – GASOLINE & DIESEL FUEL was opened on May 16, 2018 @ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

Breaux Petroleum
Fleetcor
Fuel Track
Gaubert Oil Co
Pumpelly Oil

BID RESULTS AS FOLLOWS:
Pumpelly Oil Co

Unleaded
\$2.3492

Diesel #2
\$2.5189

The staff recommends awarding to Pumpelly Oil Co. as the lowest responsible responsive bidder.

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

PERMISSION TO ADVERTISE

Mr. Dellafosse read the following items:

A. Phase 2 – New Classroom Building and Exterior Improvements/Molo Middle School/ SD #31 Bond Funds

On a motion to approve by Mr. Hardy and a second by Mr. Hardesty, the motion carried.

**B. Phase 2 – Additions and Exterior Improvements/J.D. Clifton Elementary/
SD#31 Bond Funds**

On a motion to approve by Mr. Hardy and a second by Mr. Hardesty, the motion carried.

**C. Phase 2 – Paved Parking, Mechanical and Front Fence/Washington-Marion High
School/ SD #31 Bond Funds**

On a motion to approve by Mr. Hardy and a second by Mr. Hardesty, the motion carried.

**D. Phase 2 – Multipurpose-Gym Facility/Combre-Fondel Elementary School/ SD
#31 Bond Funds**

On a motion to approve by Mr. Hardy and a second by Mr. Hardesty, the motion carried.

E. CPSB representative for Chennault Board of Commissioners (East Calcasieu)

On a motion to approve by Mr. Hardy and a second by Mr. Hardesty, the motion carried.

F. CPSB representative for Chennault Board of Commissioners (West Calcasieu)

On a motion to approve by Mr. Hardy and a second by Mr. Hardesty, the motion carried.

CORRESPONDENCE

Mr. Dellafosse read the following items:

**A. Beneficial Occupancy for Project Classroom Pods – Phase X – College Street T&I,
Champeaux, Evans, Hotard, Architects; Miller & Associates, Contractor.**

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

**B. Change Order Number One (1) for the Project, “College Street Vocational
Center, Welding Shop Upgrades,” Project #2018-09PC; Brossett Architect, LLC, Designer; Seth
Priola Construction, Inc., Contractor; *Increase* of \$9,705.00 and *Increase* of seven (7) days.**

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

**C. Change Order Number Two (2) for the Project, “College Street Vocational
Center, Plumbing/Electric Shop Upgrades,” Project #2018-08PC; Brossett Architect, LLC,
Designer; Sam Istre Construction, Inc., Contractor; *Increase* of \$4,456.00 and *Increase* of seven
(7) days.**

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

D. Change Order Number Two (2) for the Project, “DeQuincy High School Press Box,” Project #2017-07PC; Champeaux, Evans, Hotard, APAC, Designer; John D. Myers Associates, Inc., Contractor; *Increase* of \$6,061.00 and *Increase* of forty-three (43) days.

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

E. Recommendation of Acceptance for the Project, CPSB Project #2017-07PC, DeQuincy High School Press Box

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

F. Recommendation of Acceptance for the Project, CPSB Project #2018-08PC, College Street Vocational Center Plumbing/Electrical Shop Upgrades

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

G. Change Order Number One (1) for the Project, “Limestone Stacking Drive at Nelson Elementary School, Project #2017-12PC, Champeaux, Evans, Hotard, Architects, Designer; Merrick, LLC, Contractor; *Increase* of \$109,452.29 (Funding from \$50 million allocation)

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

CONDOLENCES/RECOGNITIONS

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

Dr. Alex John
Mrs. Charlyne Wyche
Mrs. Monica Guillory

Mrs. Ballard congratulated Terri Miller as the Citgo STEM Teacher of the Year.

Mr. Breaux asked for a letter to the family of Mr. Tom Clarke.

Mrs. Gay asked for a letter of condolence to the family of Mrs. Gloria LaVergne.

SCHEDULE COMMITTEES

A&P Committee.....June 26, 2018, 5:00 p.m.

JUNE 12, 2018

ADJOURN MEETING

On a motion to adjourn by Mr. Hardesty and a second by Mr. Hayes, the meeting adjourned at 8:25 p.m.

**AGREEMENT BETWEEN CALCSIEU PARISH
SCHOOL BOARD and EDUCATIONAL EPIPHANY**

This professional development and materials of instruction Agreement is entered into this June 12, 2018, by and between Calcasieu Parish School Board "the District" and Educational Epiphany "the Company."

RECITALS

WHEREAS, the District is in need of assistance in the area of professional development and materials of instruction;

WHEREAS, Educational Epiphany has agreed to facilitate professional development and provide instructional materials for Reading/English/Language Arts, Social Studies, Science, and Mathematics for the tested grades and content areas for thirteen schools in need of targeted support as directed by the District;

NOW, THEREFORE, the parties hereby agree as follows:

1. Professional Development Services for Central Office and School-Level Personnel, Materials of Instruction, Progress Monitoring Tools: The Company shall be available and shall provide to the District professional development for thirteen schools, materials, tools, and services in the area of Reading/Language Arts/English, Social Studies, Science, Technical Subjects, and Mathematics as requested.

The scope of work/services to be performed by Company under this agreement includes strategically planned professional learning opportunities for:

A. Tier I Personnel: Principal Supervisors, Executive Master Teachers, Elementary Principals, Elementary Assistant Principals, Master Teachers, and Mentor Teachers to be delivered the last week of June, 2018.

Topics
<ul style="list-style-type: none">• Redefining the Five Elements of Effective Early Literacy Programming and the Early Literacy (Redefining Phonemic Awareness, Phonics, Vocabulary Development, Fluency, and Comprehension)• Developing, Understanding, and Leveraging Performance-Based Objectives• Leveraging Curriculum Driven Opportunities to Teach and Assess General Academic Language, Domain-Specific Academic Language and Symbols• Instructional Planning and Delivery - Gradual Release of Responsibility• Instructional Planning and Delivery – The 5Es of Science Instruction• The Demands of Writing in the Core Content Areas (English, Social Studies, and Science)• The Demands of Writing in the Core Content Areas (Mathematics ONLY)• Infusing Manipulatives in Mathematics Instruction (Mathematics ONLY)• Providing High-Impact, Standards-Driven Feedback for Teachers

**AGREEMENT BETWEEN CALCSIEU PARISH
SCHOOL BOARD and EDUCATIONAL EPIPHANY**

B. Tier I Personnel: Principal Supervisors, Executive Master Teachers, Middle/High School Principals, Middle/High School Assistant Principals, Master Teachers, and Mentor Teachers to be delivered the first two weeks of July, 2018.

Topics
<ul style="list-style-type: none">• Redefining the Five Elements of Effective Early Literacy Programming and the Early Literacy (Redefining Phonemic Awareness, Phonics, Vocabulary Development, Fluency, and Comprehension)• Developing, Understanding, and Leveraging Performance-Based Objectives• Leveraging Curriculum Driven Opportunities to Teach and Assess General Academic Language, Domain-Specific Academic Language and Symbols• Instructional Planning and Delivery - Gradual Release of Responsibility• Instructional Planning and Delivery – The 5Es of Science Instruction• The Demands of Writing in the Core Content Areas (English, Social Studies, and Science)• The Demands of Writing in the Core Content Areas (Mathematics ONLY)• Infusing Manipulatives in Mathematics Instruction (Mathematics ONLY)• Leveraging High-Impact, Standards-Driven Feedback

C. Tier II Personnel: Professional Development for School Level Personnel: D.A. Combre, Ralph Wilson, J.D. Clifton, and Pearl Watson to be delivered in August/September, 2018.

D. Tier II Personnel: Professional Development for School Level Personnel: Brentwood, College Oaks, Fairview, J.J. Johnson, and T.H. Watkins to be delivered in August/September, 2018.

E. Tier II Personnel: Professional Development for School Level Personnel: Washington Marion, LaGrange, Oak Park Middle, and Ray D. Molo Middle to be delivered in August/September, 2018.

Before September 30, 2018, the Company shall provide all materials and services necessary for completion of the terms of this agreement, and shall until June 12, 2019, warrant compliance with the schedule and requirements of the work/services provided by the Company pursuant to this agreement. This agreement is inclusive of additional professional development days for schools each month leading up to June 12, 2019, at no additional cost to the district. In conjunction with district personnel, Educational Epiphany will determine which schools receive the aforementioned support.

1. Consideration.

A. RATE. In consideration for the services to be performed by Company under this Agreement, the Company shall provide professional development services for time spent with District-level and school-level faculty and staff and for the provision of materials of instruction at a rate of \$300,000 for 13 schools. The Company shall submit a written schedule

**AGREEMENT BETWEEN CALCSIEU PARISH
SCHOOL BOARD and EDUCATIONAL EPIPHANY**

of services, and signed reports of the time spent performing Services, itemizing in reasonable detail the dates on which services were performed, the number of hours spent on such dates, a brief description of the services rendered, and next steps. The District shall pay Company the amounts due pursuant to the aforementioned services and materials, at the rate of \$75,000.00 per month for each June, July, August, and September 2018, for at least 100 hours per month of work/professional learning opportunities and materials. The District shall pay the company the amounts due pursuant to the agreement within a reasonable amount of time.

B. **EXPENSES.** The District will not pay any additional fees for the following expenses while the Agreement between District and the Company exists:

- Travel expenses to and from all work sites
- Meal expenses;
- Lodging Expenses if work demands overnight stays; and
- Miscellaneous travel-related expenses (parking and tolls).

C. The Company under this agreement will contract under the banner of Educational Epiphany.

D. The District and all employee tiers will refrain from using copyrighted text and/or tools from Company for personal gain without the expressed, written permission from an authorized Company official.

3. Independent Contractor. Nothing herein shall be construed to create an employer-employee relationship between the Company and District. The Company is an independent contractor and not an employee of the District. The consideration set forth in Section 2 shall be the sole consideration due to Company for the services rendered hereunder. It is understood that the District will not withhold any amounts for payment of taxes from the compensation of the Company hereunder. The Company will not represent to be or hold itself out as an employee of the District, and will be responsible for all taxes owed as a result of the payments made under this agreement.

4. Confidentiality. In the course of performing services, the parties recognize that District may come in contact with or become familiar with information which the Company or its subsidiaries or affiliates may consider confidential. This information may include, but is not limited to, information pertaining to the Company's structure and function, which information may be of value to a competitor. The District agrees to keep all such information confidential and not to discuss or divulge it to anyone other than appropriate Company personnel or their designees.

5. Term. This Agreement shall commence on June 12, 2018, and shall terminate on June 12, 2019, unless earlier terminated by either party hereto. Either party may terminate this Agreement upon Thirty (30) days prior written notice for reasons related to quality of services rendered or quality of instructional materials, in which event Company shall receive a pro rata portion (based on part of work performed) of the compensation set forth in Paragraph 2. The District may, at its

**AGREEMENT BETWEEN CALCSIEU PARISH
SCHOOL BOARD and EDUCATIONAL EPIPHANY**

option, renew this Agreement for an additional One (1) year term or Two (2) year term on the same terms and conditions as set forth herein by giving notice to the Company of such intent to renew.

6. Notice. Any notice or communication permitted or required by this Agreement shall be deemed effective when personally delivered or deposited, postage prepaid, in the first class mail of the United States properly addressed to the appropriate party at the address set forth below:

A. Notices to Company: Educational Epiphany, 1750 Pennsylvania Avenue #27066, Washington, D.C. 20038;

B. Notices to District: Calcasieu Parish School Board, Karl Bruchhaus, Superintendent, 3310 Broad Street, Lake Charles, Louisiana 70615.

7. Miscellaneous.

7.1 Entire Agreement and Amendments. This Agreement constitutes the entire agreement of the parties with regard to the subject matter hereof, and replaces and supersedes all other agreements or understandings, whether written or oral. No amendment or extension of the Agreement shall be binding unless in writing and signed by both parties.

7.2 Binding Effect, Assignment. This Agreement shall be binding upon and shall inure to the benefit of District and the Company and to the Company's successors and assigns. Nothing in this Agreement shall be construed to permit the assignment by Company of any of its rights or obligations hereunder, and such assignment is expressly prohibited without the prior written consent of the Company.

7.3 Governing Law, Severability. This Agreement shall be governed by the laws of the State of Louisiana. The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision.

8. Liability. The Company under this agreement releases the District and will defend and hold District harmless from any and all liability related to personal and/or property loss arising from or related to work under contract, traveling to a contractual worksite and/or traveling from a contractual worksite (local or distant).

9. The Company shall procure and maintain Comprehensive General Liability, Automobile Liability, and workers' compensation insurance with limits and terms acceptable to the District, and which name the District as an additional insured.

**AGREEMENT BETWEEN CALCSIEU PARISH
SCHOOL BOARD and EDUCATIONAL EPIPHANY**

WHEREFORE, the parties have executed this Agreement as of the date first written above.

Educational Epiphany

Signature of Authorized Company Official:



June 5, 2018

Calcasieu Parish School Board

Signature of Authorized District Official:



Superintendent Karl Bruchhaus

June 12, 2018

Date



Project Grant Coordinator, Kristin Brooks

June 12, 2018

Date

Item 4.A.

Gabriela Yanis Quinones
Barbe High School
13 Years

Item 7. A.

Calcasieu Parish School Board Administration and Personnel Committee Minutes June 26, 2018

The Calcasieu Parish School Board Administration and Personnel Committee met Tuesday, June 26, 2018 in the Board Room at 3310 Broad Street, Lake Charles, Louisiana. A quorum was present.

Mr. Tarver called the meeting to order at 5 p.m. The prayer and Pledge of Allegiance was led by Ron Hayes.

Present: Eric Tarver, Chair, Committee members, Chad Guidry, Annette Ballard, John Duhon, Fred Hardy, Dean Roberts, Alvin Smith, Wayne Williams and Shannon LaFargue, Secretary. Other Board Members present were Russell Castille, Mack Dellafosse, Glenda Gay, Ron Hayes and Aaron Natali.

Absent : Damon Hardesty

Dr. LaFargue discussed Transportation – Purchasing of Buses vs. Leasing of Fleet Recommendation.

Our current bus garage, contract services, ownership of the fleet, and leasing when needed are efficiently and functionally meeting the needs of our district logistically and fiscally. Based on this information, staff recommends continuing the yearly purchase of buses on the proposed rotation.

Year	Purchase of Buses	Estimated Cost
2018-19	23 times \$76,554.72	\$1,760,758.56
19-20	35 times \$75,549.72	\$2,644,240.20
20-21	35 times \$75,549.72	\$2,644,240.20
21-22	35 times \$75,549.72	\$2,644,240.20
22-23	20 times \$76,554.72	\$1,760,758.56
23-24	20 times \$76,554.72	\$1,760,758.56

****Prices may vary****

There was much discussion on the subject.

On a motion by Mack Dellafosse and seconded by Ron Hayes, it was recommended to approve the yearly purchases of buses on the proposed rotation.

Next, Dr. LaFargue discussed School Nutrition Program – Debt Collection Recommendation.

Mrs. Richard also provided more details regarding these matters and answered questions specific to the recommendations.

There was much discussion on the subject.

On a motion by Ron Hayes and seconded by Mack Dellafosse, it was recommended to approve and classify current student debt as bad debt using General Fund to eliminate all debt and seek a collection agency for outstanding balances at the end of each year.

Then, Dr. LaFargue discussed Personnel – On-Boarding Update (on-line applications).

The Personnel Department, Payroll Department, Management Information Systems Department, Public Information Department, and the Technology Department have collaborated to upgrade CPSB's Onboarding systems to the 21st Century. This collaboration has produced a user-friendly, efficient, and professional process for applicants and administrators in the district.

Pam Arseneault, the Elementary Personnel Supervisor showcased the essential aspects of our new Onboarding process.

This item was for informational purposes only and did not require a vote.

Next, Dr. LaFargue discussed Maintenance Update.

Through School Dude, our software that we utilize to coordinate maintenance requests, work orders, and completion of those requests, we have compiled yearly data to show trends and the number of work orders that our department processes in a year's time.

Mr. Kenny Brown also presented information on this matter.

This item was for informational purposes only and did not require a vote.

Then, Mr. Bourne discussed CPSB Policy Recommendations. Purchasing (DJE) and Expense Reimbursement (DJD). There were minor revisions to the language and staff recommended approval. Item GBDA – AP, Bus Operator Hiring Procedures was pulled.

No action could be taken due to lack of a quorum.

Next, Mr. Bourne discussed Sulphur High School and Combre Fondel – Purchase of Property. Staff recommended exploration and authority to perform appraisals as necessary.

No action could be taken due to lack of a quorum.

Then, Dr. LaFargue presented the next item which were revisions to Calcasieu Parish School Board policies. Policies BC, School Board Meetings, DJA, Authorized Signatures, GBRIBA, Family and Medical Leave Act, JCAB, Student Searches, and JGC, Student Health Services. There were minor revisions to the language and staff recommended approval as presented.

No action could be taken due to lack of a quorum.

Next, Mr. Bourne discussed Salary Schedules and the few suggested changes before recommending approval.

No action could be taken due to lack of a quorum.

There being no further business to discuss, on a motion by Ron Hayes and seconded by Wayne Williams the committee adjourned the meeting at 8:00p.m.

Shannon LaFargue
Secretary



RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2018 tax roll on all property subject to taxation by Calcasieu Parish School Board:

	<u>Millage Key #</u>	<u>2018 Millages</u>
<u>General Fund (Parishwide)</u>		
Constitutional Tax (Total 5.13 Mills)	1028 085	5.13 Mills
Special School Maintenance & Operations Taxes (Total 12.10 Mills)		
Maintenance #1	1028 086	8.76 Mills
Maintenance #2	1028 087	3.34 Mills
<u>Bond Sinking Funds</u>		
<u>School District No. 21 (DeQuincy - Total 17.10 Mills)</u>		
Bond	1028 088	17.10 Mills
<u>School District No. 23 (Westlake/Maplewood - Total 8.30 Mills)</u>		
Bond	1028 092	5.03 Mills
Bond	1028 145	3.27 Mills
<u>School District No. 24 (Starks - Total 7.80 Mills)</u>		
Bond	1028 148	7.80 Mills
<u>School District No. 25 (Iowa/LeBleu - Total 33.00 Mills)</u>		
Bond	1028 094	12.65 Mills
Bond	1028 149	20.35 Mills
<u>School District No. 26 (Vinton - Total 28.90 Mills)</u>		
Bond	1028 150	9.70 Mills
Bond	1028 098	4.72 Mills
Bond	1028 151	14.48 Mills
<u>School District No. 28 (Bell City - Total 9.35 Mills)</u>		
Bond	1028 142	9.35 Mills
<u>School District No. 30 (Sulphur - Total 11.20 Mills)</u>		
Bond	1028 154	2.65 Mills
Bond	1028 144	5.98 Mills
Bond	1028 153	0.88 Mills
Bond	1028 152	1.69 Mills
<u>School District No. 31 (North Lake Charles - Total 29.85 Mills)</u>		
Bond	1028 108	19.95 Mills
Bond	TBD	9.90 Mills
<u>School District No. 33 (Southeast Lake Charles - Total 13.05 Mills)</u>		
Bond	1028 129	13.05 Mills
<u>School District No. 34 (Southwest Lake Charles - Total 3.80 Mills)</u>		
Bond	1028 130	3.61 Mills
Bond	1028 131	0.19 Mills

Building Foundations for the Future

Renewable Taxes

School District No. 28 (Bell City - Total 9.66 Mills)

Maintenance

1028 128

9.66 Mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Calcasieu, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2018, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on July 10, 2018, at which meeting a quorum was present and voting.

Lake Charles, Louisiana, this 10th day of July, 2018.

Karl Bruchhaus, Secretary
Calcasieu Parish School Board

ITEM 8.C.

West Calcasieu

CPSB Representative for Chennault Board of
Commissioners- 4 year term

Submitting Applications:

Charles K. Dalglish

Kenneth W. Nabours

Ashley R. Boutte

ITEM 8. D.

East Calcasieu

CPSB Representative for Chenault Board of
Commissioners- 4 year term

Submitting Application:

Kenneth B. (Tad) Martin

**LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Government Agencies)**

July 10, 2018

Postlethwaite & Netterville, APAC
8550 United Plaza Blvd., Suite 1001
Baton Rouge, Louisiana 70809

In connection with your audit of our financial statements as of June 30, 2018 and for the year then ended) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our system of internal control as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of June 30, 2018.

PART I. AGENCY PROFILE

1. Name and address of the organization.

Calcasieu Parish School Board
P.O. Box 800, Lake Charles, LA 70602

2. List the population of the municipality or parish based upon the last official United States Census or most recent official census (municipalities and police juries only). Include the source of the information.

Student count: 32,953

3. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

A list of requested information is attached to this document.

4. Period of time covered by this questionnaire.

July 1, 2017 through June 30, 2018

5. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

F.S. 17:51

6. Briefly describe the public services provided.

The school board provides elementary and secondary education for all children attending public schools in the parish.

7. Expiration date of current elected/appointed officials' terms.

12/31/2018

LEGAL COMPLIANCE

PART II. PUBLIC BID LAW

8. The provisions of the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with. A) All public works purchases exceeding \$150,000 have been publicly bid.

B) All material and supply purchases exceeding \$30,000 have been publicly bid.

Yes [X] No []

PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

9. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [X] No []

10. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [X] No []

PART IV. LAWS AFFECTING BUDGETING

11. We have complied with the budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15) R.S. 39:33, or R.S. 39:1331-1342, as applicable:

A. Local Budget Act

1. We have adopted a budget for the general fund and all special revenue funds (R.S. 39:1305).
2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the general fund and each special revenue fund, and a budget adoption instrument that specified the chief executive's authority to make budgetary amendments without approval of the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (R.S. 39:1305).
3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (R.S. 39:1306).
4. To the extent that proposed expenditures were greater than \$500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also been published certifying that all actions required by the Local Government Budget Act have been completed (R.S. 39:1307).
5. If required, the proposed budget was made available for public inspection at the location required by R.S. 39:1308.
6. All action necessary to adopt and finalize the budget was completed prior to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (R.S. 39:1309).
7. After adoption, a certified copy of the budget has been retained by the chief executive officer or equivalent officer (R.S. 39:1309).
8. To the extent that proposed expenditures were greater than \$500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (R.S. 39:1311).
9. The governing authority has amended its budget when notified, as provided by R.S. 39:1311. (Note, general and special revenue fund budgets should be amended, regardless of the amount of

expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less, and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds-from the requirement to amend revenues.)

Yes ☒ No ☐

B. State Budget Requirements

1. The state agency has complied with the budgetary requirements of R.S. 39:33.

Yes ☐ No ☐

C. Licensing Boards

1. The licensing board has complied with the budgetary requirements of R.S. 39:1331-1342.

Yes ☐ No ☐

PART V. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING LAWS

12. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with R.S. 24:513 and 515, and/or 33:463.

Yes ☒ No ☐

13. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐

14. We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes ☒ No ☐

15. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes ☒ No ☐

16. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes ☒ No ☐

PART VI. MEETINGS

17. We have complied with the provisions of the Open Meetings Law, provided in R. S. 42:11 through 42:28.

Yes ☒ No ☐ **PART**

VII. ASSET MANAGEMENT LAWS

18. We have maintained records of our fixed assets and movable property records, as required by R.S. 24:515 and/or 39:321-332, as applicable.

Yes ☒ No ☐

PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS

19. We have complied with the fiscal agency and cash management requirements of R.S. 39:1211-45 and 49:301-327, as applicable.

Yes ☒ No ☐

PART IX. DEBT RESTRICTION LAWS

20. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes ☒ No ☐

21. We have complied with the debt limitation requirements of state law (R.S. 39:562).

Yes ☒ No ☐

22. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (R.S. 39:1410.62).

Yes ☒ No ☐

PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS

23. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes ☒ No ☐

24. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes ☒ No ☐

25. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14 of the 1974 Louisiana Constitution.

Yes ☒ No ☐

PART XI. ISSUERS OF MUNICIPAL SECURITIES

26. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes ☒ No ☐

PART XI. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS

Parish Governments

27. We have adopted a system of road administration that provides as follows:

- A. Approval of the governing authority of all expenditures, R.S. 48:755(A).
- B. Development of a capital improvement program on a selective basis, R.S. 48:755.
- C. Centralized purchasing of equipment and supplies, R.S. 48:755.
- D. Centralized accounting, R.S. 48:755.
- E. A construction program based on engineering plans and inspections, R.S. 48:755.
- F. Selective maintenance program, R.S. 48:755.
- G. Annual certification of compliance to the auditor, R.S. 48:758.

Yes ☐ No ☐

School Boards

28. We have complied with the general statutory, constitutional, and regulatory provisions of the Louisiana Department of Education, R.S. 17:51-401.

Yes ☒ No ☐

29. We have complied with the regulatory circulars issued by the Louisiana Department of Education that govern the Minimum Foundation Program.

Yes ☒ No ☐

30. We have, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules and recognize that your agreed-upon procedures will be applied to such schedules and performance measurement data:

Parish school boards are required to report, as part of their annual financial statements, measures of performance. These performance indicators are found in the supplemental schedules:

- Schedule 1, General Fund Instructional and Support Expenditures and Certain Local

Revenue Sources

- Schedule 2, Education Levels of Public School Staff

- Schedule 3, Number and Type of Public Schools
- Schedule 4, Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers
- Schedule 5, Public School Staff Data: Average Salaries
- Schedule 6, Class Size Characteristics
- Schedule 7, Louisiana Educational Assessment Program (LEAP)
- Schedule 8, Graduation Exit Examination (GEE) (Note: this schedule is no longer applicable.) -
- Schedule 9, iLEAP Tests

Yes [X] No []

Tax Collectors

31. We have complied with the general statutory requirements of R.S. 47.

Yes [X] No []

Sheriffs

32. We have complied with the state supplemental pay regulations of R.S. 40:1667.7.

Yes [] No []

33. We have complied with R.S. 13:5535 relating to the feeding and keeping of prisoners.

Yes [] No []

District Attorneys

34. We have complied with the regulations of the DCFS that relate to the Title IV-D Program.

Yes [] No []

Assessors

35. We have complied with the regulatory requirements found in R.S. Title 47.

Yes [] No []

36. We have complied with the regulations of the Louisiana Tax Commission relating to the reassessment of property.

Yes [] No []

Clerks of Court

37. We have complied with R.S. 13:751-917 and applicable sections of R.S. 11:1501-1562.

Yes [] No []

Libraries

38. We have complied with the regulations of the Louisiana State Library.

Yes [] No []

Municipalities

39. Minutes are taken at all meetings of the governing authority (R.S. 42:7.1).

Yes [] No []

40. Minutes, ordinances, resolutions, budgets, and other official proceedings of the municipalities are published in the official journal (R.S. 43:141-146 and A.G. 86-528).

Yes [] No []

41. All official action taken by the municipality is conducted at public meetings (R.S. 42:11 to 42:28).

Yes [] No []

Airports

42. We have submitted our applications for funding airport construction or development to the Department of Transportation and Development as required by R.S. 2:802.

Yes [] No []

43. We have adopted a system of administration that provides for approval by the department for any expenditures of funds appropriated from the Transportation Trust Fund, and no funds have been expended without department approval (R.S. 2:810).

Yes [] No []

44. All project funds have been expended on the project and for no other purpose (R.S. 2:810).

45. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 2:811).

Yes [] No []

Yes [] No []

Ports

46. We have submitted our applications for funding port construction or development to the Department of Transportation and Development as required by R.S. 34:3452.

Yes [] No []

47. We have adopted a system of administration that provides for approval by the department for any expenditures of funds made out of state and local matching funds, and no funds have been expended without department approval (R.S. 34:3460).

Yes [] No []

48. All project funds have been expended on the project and for no other purpose (R.S. 34:3460).

Yes [] No []

49. We have established a system of administration that provides for the development of a capital improvement program on a selective basis, centralized purchasing of equipment and supplies, centralized accounting, and the selective maintenance and construction of port facilities based upon engineering plans and inspections (R.S. 34:3460).

Yes [] No []

50. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 34:3461).

Yes [] No []

Sewerage Districts

51. We have complied with the statutory requirements of R.S. 33:3881-4159.10.

Yes [] No []

Waterworks Districts

52. We have complied with the statutory requirements of R.S. 33:3811-3837.

Yes [] No []

Utility Districts

53. We have complied with the statutory requirements of R.S. 33:4161-4546.21.

Yes [] No []

Drainage and Irrigation Districts

54. We have complied with the statutory requirements of R.S. 38:1601-1707 (Drainage Districts); R.S. 38:1751-1921 (Gravity Drainage Districts); R.S. 38:1991-2048 (Levee and Drainage Districts); or R.S. 38:2101-2123 (Irrigation Districts), as appropriate.

Yes [] No []

Fire Protection Districts

55. We have complied with the statutory requirements of R.S. 40:1491-1509.

Yes [] No []

Other Special Districts

56. We have complied with those specific statutory requirements of state law applicable to our district.

Yes [] No []

The previous responses have been made to the best of our belief and knowledge.

_____	Secretary	_____	Date
_____	Treasurer	_____	Date
_____	President	_____	Date

ITEMS 9. A-F

TO: WILFRED BOURNE
PEGGY CARLILE
SHANNON LAFARGUE
DENNIS BENT

FROM: JENNIFER HAGAN, PURCHASING SUPERVISOR

RE: BIDS FOR JULY 2018

BID REPORTS:

ALL BIDS WERE POSTED ON WWW.CENTRALBIDDING.COM AND WWW.CPSB.ORG

RFP 2019-30 – FRESH PIZZA DELIVERY was opened on June 12, 2018 @ 10 AM

BIDS WERE SENT TO THE FOLLOWING:

CiCi's Pizza
Dominoes Pizza
NPC Int'l (Pizza Hut)
PaPa Johns

BID RESULTS AS FOLLOWS:	<u>SAUSAGE</u>	<u>PEPPERONI</u>
NPC Int'l (Pizza Hut)	\$0.8125 slice	\$0.8125 slice

THE STAFF RECOMMENDS AWARDDING NPC Int'l (Pizza Hut) AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.

BID 2019-19 – PEST CONTROL SERVICES was opened on June 27, 2018 @ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

AK Affordable Pest
Arrow termite & Pest
Dec's Pest
Extermatrim
J&J Exterminating

BID RESULTS AS FOLLOWS:	
AK Affordable Pest	\$ 48,108.00
Dec's Pest	\$ 61,200.00
Extermatrim	\$118,320.00

The staff recommends awarding AK Affordable Pest Control as the lowest responsible responsive bidder.

RFP 2019-32 – SECURITY CAMERA INSTALLATIONS was opened on June 26, 2018
@ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

Apex
AIC
All Campus Security
CDWG
Convergint
Dell
Detel
Graybar
Howard Technologies
Intertech
LA Radio
National Networks
North American Video
PC & Mac Exchange
PCM (Tiger Direct)
Simpson Security
Sylvan
Universal Data
Video Insight
Zones

The staff recommends awarding as listed below as the lowest responsible responsive bidders:

All Campus Security	\$ 2,918.69
Dell	\$120,901.25
IET Security	\$ 11,417.58
LA Tech	\$ 65,008.75
STS360	<u>\$572,833.63</u>
TOTAL	\$773,079.90

RFP 2019-33 – SECURITY CAMERA EQUIPMENT was opened on June 26, 2018 @
10:00AM

BIDS WERE SENT TO THE FOLLOWING:

Apex
AIC
All Campus Security
CDWG
Convergint
Dell
Detel
Graybar
Howard Technologies
Intertech
LA Radio
National Networks
North American Video
PC & Mac Exchange
PCM (Tiger Direct)
Simpson Security
Sylvan
Universal Data
Video Insight
Zones

The staff recommends awarding as listed below as the lowest responsible responsive bidders:

IET Security	\$ 641,400.00
LA Tech	\$ 167,564.00
TOTAL	\$ 808,964.00

BID 2019-08 REBID – FOOD & SUPPLIES RE-BID ITEMS was opened on July 6, 2018 @ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

Borden Dairy
Diamond Foods
Economical Janitorial
Lacassagne's
Lamm Food Service
Oak Farms Dairy
Pon Foods
William-George

BID RESULTS AS FOLLOWS:

The staff recommends awarding to _____ as the lowest responsible responsive bidders.
(INFORMATION AVAILABLE PRIOR TO BOARD MEETING)

BID 2019-29 – HEADSTART SNACKS was opened on July 10, 2018 @ 10:00AM

BIDS WERE SENT TO THE FOLLOWING:

Diamond Foods
Lacassagne's
Pon Foods
William-George

BID RESULTS AS FOLLOWS:

The staff recommends awarding to _____ as the lowest responsible responsive bidder.
(INFORMATION AVAILABLE PRIOR TO BOARD MEETING)

ITEM 10. A.

TO: WILFRED BOURNE
PEGGY CARLILE
SHANNON LAFARGUE
DENNIS BENT

FROM: JENNIFER HAGAN, PURCHASING SUPERVISOR

RE: BIDS FOR JULY 2018

**PERMISSION TO ADVERTISE
SMALL EQUIPMENT/WARES
SCHOOL FOOD SERVICE**