

AGENDA
CALCASIEU PARISH SCHOOL BOARD
3310 BROAD STREET
LAKE CHARLES, LOUISIANA
Tuesday, November 13, 2018

1. **Prayer/Russell Castille**
2. **Pledge of Allegiance**
Maci Duhon, Westlake High School and Zander Gray, Sam Houston High School
3. **Roll Call**
4. **Approval of Minutes**
A. October 9, 2018
5. **Presentations**
A. Leif Pedersen, Lake Charles Memorial Hospital Piano Art Project
6. **Superintendent's Report**
7. **Executive Session**
A. Consideration of WC Claim #3899235 and #3893715/Attorney Kyle Beasley
8. **Committee Report**
(None)
9. **Take Appropriate Action**
A. Approval of Memorandum of Understanding between CPSB and Foster Grandparent Program/Big Brothers, Big Sisters of SWLA
B. Approval of Resolution/Driftwood LNG, LLC request for participation in ITEP
C. Approval of Head Start Annual Report, 2017-2018
D. Approval of Resolution Approving One-Time Sales Tax Supplement for Active Employees

10. Bid Reports

- A. Bid #2019-25 – LED Marquees/Funds District 31 and \$50 Million Allocation
- B. Bid#2019-34 – Custom Cabinet Work for New Pods/Riverboat Funding
- C. Bid #2019-04PC- Barbe Elementary Upgrades/\$50 Million Allocation
(Bid opens Tuesday, November 13, 2018, and will be available prior to meeting)
- D. Bid #2019-02PC- Gillis Elementary Improvements, Phase II/\$50 Million Allocation

11. Permission to Advertise

- A. Paving of Drop Off Drive/Moss Bluff Middle School/\$50 Million Allocation
- B. Brenda Hunter Head Start Improvements/Phase II/District 31 Bond Funds

12. Correspondence

- A. Change Order Number One (1) for the Project, “Ralph Wilson Roofing Replacement,” Project # 010418; Griggs Mitchell & Associates, LLC, Designer; Daughdrill General Contracting & Roofing Co., Inc., Contractor; *Increase* of \$23,040.00 and *Increase* of thirty (30) days.
- B. Change Order Number One (1) for the Project, “DeQuincy High School Auditorium Roof Replacement,” Project #2018-18PC; Champeaux, Evans, Hotard, APAC, Architect; Pat Williams Construction, LLC, Contractor, *Increase* of \$41,974.53.
- C. Change Order Number One (1) for the Project, “Sam Houston High School New Gymnasium and Band Building,” Project #2018-19PC; Champeaux, Evans, Hotard, APAC, Architect; Pat Williams, LLC, Contractor; *Increase* of \$21,925.92 and *Increase* of thirty one (31) days.
- D. Change Order Number Twelve (12) for the Project, “Classroom Pods – Phase X,” Project #2017-05PC; Champeaux, Evans, Hotard, APAC, Architect; Mill & Associates, Inc., Contractor; *Increase* of \$22,386.06 and *Increase* of thirty three (33) days.

13. Condolences/Recognitions

14. Schedule Committees

November 27, 2018..... C&I Committee, 5.00 p.m.
November 29, 2018.....Employee Benefits Committee, 5:00 p.m.
January 29, 2019.....Budget Committee, 5:00 p.m.
C&I Committee (to follow)

15. Adjourn Meeting

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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, October 9, 2018, at 5:00 p.m.

The meeting was called to order by Mack Dellafosse, President. The prayer was led by Chad Guidry. The Pledge of Allegiance was led by Carsyn Berry, a student at Bell City High School.

ROLL CALL

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

Mr. Breaux was absent.

APPROVAL OF MINUTES

Mr. Guidry, with a second by Mr. Hayes, offered a motion to approve the Minutes of September 11, 2018. The motion carried on a unanimous vote.

PRESENTATIONS

- A. DeWanna Tarver -- DeWanna's Closet Recognitions
- B. Phillips 66 Robotics Presentation/Tony McCardle, Director, CPSB Career and Technical Education
- C. Owen Clanton, President, Calcasieu Association of Principals

SUPERINTENDENT'S REPORT

Mr. Bruchhaus gave the following report:

1. All Board Members have received the September Head Start Report.
- Bus Evaluation and Emergency Drills were conducted at each site.
 - Head Start staff participated in the Southwest Louisiana Resource Information Workshop on September 27, 2018. Recruitment brochures were provided to agencies and families.

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- The first Policy Council Meeting was held on September 17th. Policy Council Officers were elected. The following items were approved:

July 16th Policy Council minutes
Financial Reports for July 2018 and August 2018
Director Reports for July 2018 and August 2018
Attendance Report for August 2018

2. All Board Members have received the September 30, 2018 Population Report.

3. I would like to report our current sales tax numbers for our general fund which show September, 2018, collections at \$678,125 or 5.2 % above budget for the 3rd month of the 2018-2019 school year.

Collections are \$1,524,674 or 10.1 % below collections for the same month last year.

Collections for the 2018-2019 year after 3 months are \$2,099,892 or 5.1 % over budget and \$4,920,748 or 10.2 % under the same time period last year.

4. We were informed that T.S. Cooley Elementary has been named a National Blue-Ribbon School, based on the following media release from the United States Department of Education.

U.S. Department of Education Announces 2018 National Blue-Ribbon Schools

U.S. Secretary of Education Betsy DeVos today recognized 349 schools as National Blue-Ribbon Schools for 2018. The recognition is based on a school's overall academic performance or progress in closing achievement gaps among student subgroups.

"I'm pleased to celebrate with you as your school is named a National Blue-Ribbon School," said U.S. Secretary of Education Betsy DeVos in a video message to the honorees. "We recognize and honor your important work in preparing students for successful careers and meaningful lives. Congratulations on your students' accomplishments and for your extraordinary commitment to meeting their unique needs."

The coveted National Blue-Ribbon Schools award affirms the hard work of educators, families and communities in creating safe and welcoming schools where students master challenging and engaging content.

- ***Exemplary High Performing Schools*** are among their state's highest performing schools as measured by state assessments or nationally normed tests.

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Up to 420 schools may be nominated each year.

5. Dr. Michelle Joubert is here and will introduce her 2018-2019 Policy Council.

EXECUTIVE SESSION

On a unanimous vote, the Board adjourned into Executive Session at 5:38 p.m., on motions by Mr. Hardy and Mr. Hayes. The Board resumed Regular Session on motions by Mr. Hayes and Mr. Hardesty at 5:46 p.m.; the vote was unanimous.

On a motion by Mr. Hayes and a second by Mr. Hardesty, the vote was unanimous to approve settlement of General Liability Claim #6531789.

COMMITTEE REPORT

A. Budget Committee, September 25, 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, September 25, 2018 in the Board Room, 3310 Broad Street, Lake Charles, Louisiana. Mr. Tarver led the prayer and Mrs. Ballard led the pledge of allegiance. A quorum was present.

Present: Committee members present were Damon Hardesty, John Duhon, Glenda Gay, Fred Hardy, Annette Ballard, Eric Tarver and Chad Guidry.

Absent: Aaron Natali, Dean Roberts

Other Board Members present: Russell Castille, Ron Hayes, Mack Dellafosse and Wayne Williams.

Mr. Hardesty called the meeting to order.

Mr. Duhon made a motion to amend the agenda by adding item #11 (Moss Bluff Elementary property) and the motion was seconded by Mr. Hardy. The motion passed unanimously.

Mr. Bourne then presented the 2018-2019 General Fund Budget Revision #1 which included revenues and other sources of funds of \$338,982,257, an increase of \$1,800, and

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expenditures and other uses of funds of \$340,549,441, an increase of \$1,653,847 over the original budget. General Fund Budget Revision #1 projects a current deficit of \$1,567,184 resulting in a projected unassigned fund balance of \$44,218,647 or 12.98% of projected expenditures.

On a motion by Mr. Dellafosse, seconded by Mr. Tarver, it was recommended to approve the 2018-2019 General Fund Budget Revision #1 as presented. The motion passed.

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

Mr. Bourne presented the Fiscal Risk Assessment for CPSB compiled by the L.D.O.E. which evaluates the fiscal health of each school system in the state and notifies each system of its status related to the elements of the definition of financially at risk. The Calcasieu Parish School Board was reported as not at-risk in any category, to any degree. This was presented as information only and did not require any action.

Next, Wayne Foster Director of Internal Auditing, briefly discussed several school audits and Extended Day Program reviews. For this submission, there were no failing audits or significant deficiencies noted. Only passing audits where relative assurance was ascertained for the school's compliance with policies and the reliability of the school's financial information.

A motion was made by Mr. Hardy and seconded by Mr. Tarver to accept the report. The motion passed.

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

Next, Mr. Bourne presented a current update on the status of Pod Project 10. Eight Pods are completed, and five are in some state of progress with completion expected by December. This was presented as information only and did not require any action.

The next item presented was the proposal for Pod Project 11. The original survey was done in 2016 prioritizing the pod requests and 5 requested projects (Gillis Elementary, Moss Bluff Elementary, Fairview Elementary, Kaufman Elementary and Prien Lake Elementary) were placed in priority 2 because of pending bond issues. Those bond issues were unsuccessful, so staff has developed a plan for Pod Project 11. The total estimated cost of the project is \$6,820,800 for 5 pods (3 eight classroom pods & 2 sixteen classroom pods resulting in 56 additional classrooms across the parish. Approximately \$500,000 is available annually in the Riverboat fund to repay the borrowing of \$4,085,000 over 10 years and the remaining \$2,735,800 would be paid with funds

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currently available from the \$50 million capital projects allocation. Additionally, Moss Bluff Middle has requested a 6-classroom pod to be funded 100% with the Bonding District 27 \$50 million capital projects allocation since it was not on the initial pod priority list.

A motion was made by Mr. Duhon and seconded by Mr. Tarver to authorize permission to advertise for construction of Pod Project #11 in phases based on the proposed plan and initiate associated debt issuance proceedings. The motion passed.

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

The next item presented was information concerning the public auction of surplus items. The auction will be held at the Burton Coliseum on Friday and Saturday, October 5-6, 2018. Pedersen & Pederson Auctions, Inc. will conduct the auction. A preliminary list was provided, and staff is still compiling the final list at this time and will email board members when completed and will have it available at the October Board meeting.

On a motion by Mr. Hayes and seconded by Mr. Dellafosse and approved, it was recommended to declare listed items as surplus and authorize the items to be sold at auction on October 5-6, 2018. The motion passed.

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

At this point Mr. Hardesty requested Agenda item #9, Hamilton Christian Academy property, be discussed as the next item.

Mr. Bourne then presented the possibility of purchasing the entire Hamilton Christian Academy property not for use as the location for a school campus but to house the Special Education department and possibly more.

Mr. Dellafosse made a motion to pursue the purchase with the intent of moving T. S. Cooley to that site and was seconded by Mrs. Gay. The motion passed.

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

Mr. Bourne then presented a request to purchase property adjacent to T.S. Cooley Elementary, which would be cleared of buildings and be converted to a parking area to accommodate the school's needs. After much discussion and based on the motion to pursue the Hamilton Christian property, a motion was made by Mr. Dellafosse and

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seconded by Mr. Hayes to table the item. The motion passed.

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

Next, Mr. Bourne presented a request to pursue the purchase of 4 lots adjacent to S.P. Arnett to accommodate the school's needs.

A motion was made by Mr. Dellafosse and seconded by Mr. Hayes to pursue the purchase of lots adjacent to S.P. Arnett. The motion passed.

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

Mr. Bourne next presented a request to purchase a corner lot on 309 Cherry St across from Sulphur High School and a 2-acre tract adjacent to Combre/Fondel Elementary. The 2-acre tract will need to be surveyed so the owner will still have a right of way to the back of the property. Appraisals have already been obtained.

A motion was made by Mr. Hardy and seconded by Mr. Dellafosse to pursue purchase of these properties.

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

The last item was the request to pursue the purchase of a property adjacent to Moss Bluff Elementary. There is an existing storage building that could be utilized but the remaining buildings would be cleared for parking or some other future use to accommodate the school's needs.

A motion was made by Mr. Duhon and seconded by Mr. Dellafosse to pursue the purchase of property adjacent to Moss Bluff Elementary. The motion passed.

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

There being no further business to discuss, on motion by Mr. Dellafosse and seconded by Russell Castille, the committee adjourned the meeting at 6:10 p.m.

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TAKE APPROPRIATE ACTION

A. Approval of Resolution Authorizing Development of a Project Involving Issuance of \$4,250,000 Excess Revenue Certificates of Indebtedness, Classroom Construction Project, Series 2019

Lake Charles, Louisiana

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The Parish School Board of Calcasieu Parish, Louisiana, met in regular public session at 5:00 o'clock p.m. on Tuesday, October 9, 2018, at the regular meeting place of said Board in the Calcasieu Parish School Board Office, 3310 Broad Street, Lake Charles, Louisiana, pursuant to the provisions of written notice given to each and every member thereof and duly posted in the manner required by law.

President, Mack Dellafosse, called the meeting to order and on roll call, the following members were present:

Ms. Annette Ballard, Mr. Russell Castille, Mr. Mack Dellafosse, Mr. John Duhon, Ms. Glenda Gay, Mr. Chad Guidry, Mr. Damon Hardesty, Mr. Fredman Hardy, Mr. Ron Hayes, Mr. Aaron Natali, Mr. Dean Roberts, Mr. Alvin Smith, Mr. Eric Tarver, Mr. Wayne Williams

ABSENT: Mr. Billy Breaux

Karl Bruchhaus, Board Secretary, also attended. The meeting was called to order and the roll called with the above results.

Thereupon, on motion made by Mr. Hardy and seconded by Mr. Hardesty, the following resolution was adopted by the following vote:

YEAS: Ms. Ballard, Mr. Castille, Mr. Dellafosse, Mr. Duhon, Ms. Gay, Mr. Guidry, Mr. Hardesty, Mr. Hardy, Mr. Hayes, Mr. Natali, Mr. Roberts, Mr. Smith, Mr. Tarver, Mr. Williams

NAYS: None

ABSENT: Mr. Breaux

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RESOLUTION

A RESOLUTION AUTHORIZING THE CALCASIEU PARISH SCHOOL BOARD TO PROCEED WITH DEVELOPMENT OF A PROJECT INVOLVING ISSUANCE OF NOT EXCEEDING \$4,250,000 EXCESS REVENUE CERTIFICATES OF INDEBTEDNESS (CLASSROOM CONSTRUCTION PROJECT), SERIES 2019, AUTHORIZING APPLICATION TO THE LOUISIANA STATE BOND COMMISSION, AND PROVIDING FOR OTHER MATTERS WITH RESPECT THERETO.

WHEREAS, the Calcasieu Parish School Board (the “Issuer”) is a political subdivision of the State of Louisiana within the meaning of Subsection 2 of Section 44 of Article VI of the Louisiana Constitution of 1974, and Sections 2922 and 2923 of Title 33 of the Louisiana Revised Statutes of 1950, as amended, (collectively the “Act”);

WHEREAS, it is projected the general fund budget of the Issuer for the fiscal year ending June 30, 2019, will show an estimated excess of revenues over statutory, necessary and usual charges and all other expenses for such fiscal year in the total amount of \$44,218,647, in unrestricted fund balance as will more fully appear by reference to said budget;

WHEREAS, after carefully investigating and studying the actual revenues and expenditures and all matters in connection therewith for that portion of the fiscal year ending June 30, 2019, the Issuer has found and does hereby find and determine the actual surplus for said fiscal year will, in all probability, be in excess of the projected excess set forth above in the aforesaid budget;

WHEREAS, the estimates contained in the aforesaid budget are also deemed reasonable and conservative in view of the operating experience over the past several years, as reflected by the official audits, over the general fund revenues and expenditures;

WHEREAS, the Act authorizes the Issuer to make and enter into contracts dedicating the excess of annual revenues of subsequent years above statutory, necessary and usual

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charges to payment of that portion of the cost of public improvements which is to be borne by the Issuer under such contracts, provided all such dedications do not exceed the estimated excess of revenues over said statutory, necessary and usual charges of the year in which the contract is made;

WHEREAS, the Issuer desires to incur debt and issue not exceeding FOUR MILLION TWO HUNDRED FIFTY THOUSAND AND NO/100 (\$4,250,000.00) DOLLARS in Excess Revenue Certificates of Indebtedness in multiple series, as taxable or tax-exempt securities, for a period of not to exceed ten (10) years from date of issuance of any series, at rates of interest not to exceed five (5%) per annum (the "Certificates"), in the manner authorized and provided by the Act and as hereinafter specified, to obtain ready funds to pay a portion of the costs of construction of additional classrooms, and to pay the costs of issuance of the Certificates (the "Project");

WHEREAS, it has been determined by the Issuer that after meeting statutory, necessary and usual charges, there will remain ample undedicated funds to pay debt service on the Certificates herein authorized;

WHEREAS, the Issuer will seek approval of the Louisiana State Bond Commission on December 20, 2018, for approval of issuance, sale and delivery of the Certificates, said funds to be used for the purpose of financing the Project in the various Calcasieu Parish Schools, and which Certificates are to be secured by and payable from the excess of annual revenues accruing to the budget of the Issuer for the ten (10) year period during which any series of the Certificates are outstanding, above statutory, necessary and usual charges;

WHEREAS, said Certificates may be sold in a single or multiple series, either as taxable or tax-exempt securities, and shall be sold by negotiation a purchaser deemed to be most favorable to the Issuer, at the price of not less than 98% of par and accrued interest to date of delivery;

NOW THEREFORE, BE IT RESOLVED by the Calcasieu Parish School Board, governing authority of the Calcasieu Parish School System, Lake Charles, Louisiana, as follows:

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SECTION 1. The statements of fact expressly contained within the preamble to this Resolution have been specifically reviewed by the Issuer's School Board Members and are found to be factually true and correct.

SECTION 2. The Issuer does hereby authorize undertaking and development of the Project involving the proposed issuance by the Issuer of not exceeding \$4,250,000 Calcasieu Parish School Board Excess Revenue Certificates of Indebtedness (Classroom Construction Project), Series 2019 (the "Certificates"), at an interest rate not to exceed five (5%) percent per annum, to be repaid over a ten (10) year period from the date of issuance of each series, which Certificates are to be secured by and payable from the excess of annual revenues accruing to the budget of the Issuer for the ten (10) year period during which each series of the Certificates are outstanding, above statutory, necessary and usual charges. The Certificates shall be sold to a purchaser deemed to be most favorable to the Issuer, at the price of not less than 98% of par and accrued interest to date of delivery.

SECTION 3. There being a real public necessity for the retention and employment of legal counsel to provide specialized legal services as described in Section 3 hereof, in connection with the issuance of the Certificates by the Issuer, for the purpose of financing construction of additional classrooms for the Calcasieu Parish School System for various multiple school buildings of the Calcasieu Parish School System within the Parish of Calcasieu, State of Louisiana, in accordance with the provisions of Sections 2922 and 2923 of Title 33 of the Louisiana Revised Statutes of 1950, as amended, and it appearing that the public interest requires obtaining of such specialized legal services, Joseph A. Delafield, A Professional Corporation, of Lake Charles, Louisiana ("Bond Counsel"), is hereby employed in accordance with the provisions of this resolution. The fees and expenses of Bond Counsel shall be in compliance with the fee schedule of the Louisiana Attorney General in effect upon issuance of each series of the Certificates.

SECTION 4. The fee for the work to be performed hereunder is contingent upon issuance, sale and delivery of the Certificates, and shall be in accordance with the maximum fee schedule of the Attorney General of the State of Louisiana for comprehensive legal and coordinate professional work by bond attorneys and bond counsel in issuance of revenue certificates. Bond

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Counsel shall pay out of its fee the following expenses: (a) Travel and communication expenses incurred by it in handling the Certificates; and (b) Printing and reproduction costs of all financial analysis, reports, and legal proceedings prepared by the Bond Counsel. Bond Counsel shall be reimbursed all other reasonable and necessary costs and expenses incurred in connection with preparation and distribution of any preliminary and final Official Statements containing detailed and comprehensive financial and statistical data with respect to the Issuer (for example, costs and expenses to include the cost of collecting data, cost of preparing and assembling material, costs of printing or duplicating, postal supplies, and cost of binding copies of the transcript of proceedings).

SECTION 5. It is intended that acceptance and approval of this resolution by entering upon performance by Joseph A. Delafield, A Professional Corporation, of the legal services provided for herein, shall constitute this resolution a contract in accordance with the provisions hereof.

SECTION 6. When the Issuer has received payment in full for the Certificates upon delivery thereof, payment of the fee and expenses is authorized to be made as herein provided.

SECTION 7. The Issuer does hereby authorize and direct Bond Counsel to proceed with the preparation of all necessary and appropriate documents and to file preliminary drafts of said documents and make application with the State Bond Commission in accordance with the rules and regulations of the Commission.

SECTION 8. The employment of Crews & Associates, Inc., Little Rock, Arkansas, as Underwriter or Placement Agent in connection with the Certificates is hereby approved. The compensation of the Underwriter or Placement Agent shall be payable from proceeds of the Certificates and shall be subject to approval of the Issuer and the Louisiana State Bond Commission. The Issuer reserves the right and option to proceed with a public sale of the Certificates should Crews & Associates, Inc., Little Rock, Arkansas, be unable or unwilling to comply with the Issuer's financial requirements.

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SECTION 9. The employment of Government Consultants, Inc., Baton Rouge, Louisiana, as Municipal Advisor in connection with the Certificates is hereby approved. The compensation of the Municipal Advisor shall be payable from proceeds of the Certificates and shall be subject to the approval of the Issue and the Louisiana State Bond Commission.

SECTION 10. The officers of the Issuer are hereby authorized and empowered to take any and all further action and to sign any and all documents, instruments in writing as may be necessary to carry out the purposes of this resolution and to file, on behalf of the Issuer, with any governmental board or entity having jurisdiction over the Issuer's Project, such applications or requests for approval thereof as may be required by law, including application to the State Bond Commission for approval and authorization to proceed with development of the Project and issuance, sale and delivery of the Certificates.

SECTION 11. Application is hereby formally made to the Louisiana State Bond Commission, pursuant to the provisions of the Act, for consent and authority to issue, sell and deliver the Certificates in multiple series, as taxable or tax-exempt securities, to be secured by and payable from the excess of annual revenues accruing to the budget of the Issuer for the ten (10) year period during which each series of the Certificates are outstanding, above statutory, necessary and usual charges.

By virtue of the Issuer's application, for acceptance and utilization of the benefits of the Louisiana State Bond Commission's approval(s) resolved and set forth herein, it resolves that it understands and agrees that such approval(s) are expressly conditioned upon, and it further resolves that it understands, agrees and binds itself, its successors and assigns to, fully and continuing compliance with the "State Bond Commission Policy on Approval of Proposes Use of Swaps, or other forms of Derivative Products Hedges, Etc.," adopted by the Commission on July 20, 2006, as to the borrowing(s) and other matter(s) subject to the approval(s), including subsequent application and approval under said Policy of the implementation or use of any swap(s) or other product(s) or enhancement(s) covered thereby.

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SECTION 12. The Issuer hereby authorizes the use and distribution of a Preliminary Official Statement in connection with marketing and sale of the Certificates by Crews & Associates, Inc. (the “Underwriter” or “Placement Agent”), in such form as may be approved by Bond Counsel to the Issuer. The Issuer further authorizes and approves execution of a final Official Statement by the officers of the Issuer and the delivery of such Official Statement to the Underwriter for use in connection with the public offering of the Certificates.

SECTION 13. Upon sale of the Certificates, the officers of the Issuer are each authorized, empowered and directed to execute on behalf of the Issuer, the Certificate Purchase Agreement between the Issuer and the Underwriter in such form as may be approved by Bond Counsel to the Issuer.

SECTION 14. This resolution shall be published one time in the official journal of the Issuer. For thirty days after the date of publication, any person in interest may contest the legality of this resolution, any provision of the certificates to be issued pursuant to it, the provisions herein made for the security and payment of the certificates and the validity of all other provisions and proceedings relating to the authorization and issuance of such certificates. After the said thirty days, no person may contest the regularity, formality, legality or effectiveness of the resolution, any provisions of the certificates to be issued pursuant to it, the provisions for the security and payment of the certificates and the validity of all other provisions and proceedings relating to their authorization and issuance, for any cause whatever. Thereafter, it shall be conclusively presumed that the certificates are legal and that every legal requirement for the issuance of the certificates has been complied with. No court shall have authority to inquire into any of these matters after the said thirty days.

This Resolution was declared adopted on this 9th day of October, 2018.

/s/ Mack Dellafosse
MACK DELLAFOSSE, President
Calcasieu Parish School Board

ATTEST:
/s/ Karl Bruchhaus
KARL BRUCHHAUS, Secretary

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

B. Adoption of ITEP Committee revised rules

Calcasieu Parish Local Taxing Authorities Industrial Tax Exemption Program (ITEP)

Purpose

On June 24, 2016, Governor John Bel Edwards signed an Executive Order that gave local taxing authorities a voice in the process for granting industrial tax exemption incentives for new or expanding manufacturing industries locating in their parish. Calcasieu Parish has billions of dollars in announced industrial projects that will likely apply for an industrial tax exemption. This document defines the participants and processes for Calcasieu Parish Taxing Authorities in recommending industrial tax exemption incentives for qualified applicants filing an Advanced Notification with Louisiana Department of Economic Development after June 24, 2016.

Participants

The Calcasieu Parish Taxing Authorities Industrial Tax Exemption Program group is composed of one designated representative from each agency: the Calcasieu Parish Police Jury, the Calcasieu Parish School Board and the Calcasieu Parish Sheriff. Representatives from municipalities in Calcasieu Parish will join the group when a project is proposed inside their taxing district(s). Each taxing authority has one designee that serves on the group and identifies their designee by an approved signed resolution. The group reviews the Louisiana Board of Commerce and Industry's approval of applications for industrial tax exemption incentives, meets with company representatives for presentations and to ask pertinent questions, works collaboratively to determine a unified recommendation to their respective authority for affirmation and approval. Either the President and CEO or the Vice President of Business and Workforce Development for the Southwest Louisiana Economic Development Alliance (the Alliance) shall serve as convener and facilitator for the group.

Approval Process

This approval process is established to efficiently, effectively, equitably and objectively review and make final recommendations to taxing authorities on applications for industrial tax exemptions for projects proposed in Calcasieu Parish.

Steps:

1. The manufacturing company files an Advanced Notification with Louisiana Department of Economic Development (LED) on the Louisiana Fastlane website.
2. The Louisiana Board of Commerce and Industry (the Board) will review the applications to determine eligibility and appropriate level of exemption under the new ITEP rules published August 20, 2018.

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3. Within three days of approval, LED will send a letter on behalf of the Board to the appropriate taxing authorities for their action.
4. A meeting of the designees from the Taxing Authorities is scheduled to review the project application and the Board's approval.
5. The meetings will be private with only members of the designee group and the facilitator present. When invited in, the company representative(s) will be permitted to attend.
6. A quorum for the meeting requires all designees to be in attendance in person.
7. LED will provide guidance to the group as needed.
8. The group will not entertain requests for incentives from any projects that do not qualify under the Rules established by LED and approved by the Board.
9. Discussions and deliberations among the group will be strictly confidential.
10. The only record published from the group is a letter to the respective taxing authorities with a unified recommendation. The recommendation will identify the number of jobs and payroll to be created at the project site, the term of the exemption contract, the percentage of property eligible for the exemption as an incentive to its manufacturing, and the penalty for noncompliance to the agreed deliverables.
11. Attached to each letter will be a draft resolution for each taxing authority to consider at their next available public meeting.
12. If approved by the taxing authorities at their public meeting, the resolution must be signed and sent to LED to serve as Exhibit "B" with the project application for incentives to the Board of Commerce and Industry.
13. Copies of applicable documents will be available for public inspection.

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

C. Appointment of Wilfred Bourne as CPSB representative on ITEP Committee

A Resolution of the Calcasieu Parish School Board to Approve and Adopt the Calcasieu Parish Taxing Authority Industrial Tax Exemption Program (ITEP) Process and Name an Official Designee

Whereas: On June 24, 2016, Governor John Bel Edwards signed an Executive Order that gave local taxing authorities a voice in the process to grant industrial tax exemption incentives for new or expanding manufacturing industries locating in their parish; and

Whereas, the Calcasieu Parish School Board is one of the Taxing Authorities impacted by this Executive Order; and

Whereas, Calcasieu Parish has billions of dollars in announced industrial projects that will likely apply for an industrial tax exemption; and

Whereas, the attached document, "Calcasieu Parish Taxing Authorities Industrial Tax Exemption Program (ITEP)," defines the participants and processes for Calcasieu Parish Taxing Authorities in recommending industrial tax exemption incentives for qualified applicants filing an Advanced

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Notification with Louisiana Department of Economic Development after June 24, 2016; now Therefore be it resolved that the Calcasieu Parish School Board approves and adopts the “Calcasieu Parish Taxing Authorities Industrial Tax Exemption Program (ITEP)” as presented in the attached document, and

Therefore be it further resolved that the Calcasieu Parish School Board designates Wilfred Bourne, Chief Financial Officer, as their designee for the “Calcasieu Parish Taxing Authorities Industrial Tax Exemption Program (ITEP).”

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

PERMISSION TO ADVERTISE

Mr. Dellafosse read the following items:

A. Door Lock Hardware/\$50 Million Allocation

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

B. Renovations to tracks at Bell City High School, Vinton High School, DeQuincy High School/General Funds

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

CORRESPONDENCE

Mr. Dellafosse read the following items:

A. Change Order Number One (1) for the Project, “Gillis Elementary Improvements, Phase I,” Bid # 2018-07PC; Moss Architects, Inc., Designer; Keiland Construction, LLC., Contractor; *Increase* of \$39,819.39 and *Increase* of sixty-two (62) days.

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

B. Change Order Number One (1) for the Project, “Brenda Hunter Head Start Improvements, Phase I,” Bid #2018-13PC; Moss Architects, Inc., Designer; John D. Myers & Associates, Contractor; *Increase* of \$9,439.00.

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

C. Change Order Number One (1) for the Project, “Combre-Fondel Elementary Improvements,” Bid #20178-14PC; Moss Architects, Inc., Designer; Gunter

October 9, 2018

Construction, Contractor; *Decrease* of \$4,898.75.

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

D. Recommendation of Acceptance for the Project #2018-13PC, “Brenda Hunter Head Start Improvements – Phase II”.

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

E. Recommendation of Acceptance for the Project #2018-14PC-PC, “Combre Fondel Elementary - Phase 1”.

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

CONDOLENCE/RECOGNITION

Mrs. Ballard congratulated T.S. Cooley for their recent honor, being named a Blue-Ribbon school.

Mr. Hardy and Mrs. Gay asked for a letter of condolence to the family of Mrs. Verlia McDonald.

SCHEDULE COMMITTEES

November 27, 2018.....C&I Committee, 5:00 p.m.
November 27, 2018.....A&P Committee (to follow)
January 29, 2019.....Budget Committee, 5:00 p.m.
January 29, 2018.....C&I Committee (to follow)

ADJOURN MEETING

On a motion to adjourn by Mr. Hardesty and a second by Mr. Hayes, the meeting was adjourned at 6:14 p.m.

Mack Dellafosse, President

Karl Bruchhaus, Secretary



MEMORANDUM OF UNDERSTANDING

Between

FOSTER GRANDPARENT PROGRAM
Big Brothers Big Sisters of SWLA

And

Calcasieu Parish School Board

3310 Broad Street

Lake Charles, LA 70615

The parties agree to abide by the attached basic provisions, which become part of this agreement. The Foster Grandparent Program Director who will serve as a liaison with the volunteer station is Kathy Richard. She can be reached at telephone number 337-478-5437 ext. 104 or email krichard@bbbsswla.org.

The Volunteer Station representative who will serve as a liaison with The Foster Grandparent Program and is directly responsible for volunteer orientation and supervision at each station is listed on the last page of this document.

Any changes to stations and/or supervisor will be done so in the form of an addendum to that final page.

This agreement may be amended with thirty days notice for a major alteration of terms and immediately for a minor change by either of the parties. With a thirty-day notice either the Foster Grandparent or the Station may with written notification withdraw from this agreement. Consider this Memorandum of Understanding to be in effect for a three-year period from August 28, 2018 through August 28, 2021.

MEMORANDUM OF UNDERSTANDING BASIC PROVISIONS

1. The sponsor will:

- a. Place Foster Grandparents to serve children with special or exceptional needs for a period of 20-35 hours per week with approval of the FGP Project Manager in accordance with FGP guidelines, to work one-on-one with assigned students.**
- b. Upon request, provide as many volunteers within the station as the FGP budget will allow.**
- c. Recruit, interview, enroll, and refer volunteers in the program.**
- d. Will perform at NSCHC (National Service Criminal History Check) which is comprised of three federally regulated background checks on all prospective volunteers prior to orientation. These include NSOPW (National Sex Offender check), State Police name check and FBI fingerprint background check.**
- e. Provide orientation/in-service to the volunteer station staff prior to placement of volunteers and at other times as appropriate.**
- f. Refer volunteers to the volunteer station staff for individual assignment.**
- g. Furnish adequate accident and liability insurance coverage as required by FGP guidelines.**
- h. Retain full responsibility for the management and fiscal control of the program.**
- i. Arrange physical examinations for all Foster Grandparents, initially prior to assignment, and annually thereafter.**
- j. Within the limits of available resources and program policy, ensure volunteers are provided or receive assistance with the cost of a meal taken during the service schedule, unless receiving free lunch at the station.**
- k. Specify activities to be performed by the volunteers under the direction of the volunteer station in cooperation with the FGP through Assignment Plan and FGP Position Description provided to the school and teachers.**
- l. Provide in-service training for volunteers at least once a month for four hours.**
- m. In cooperation with the project Advisory Council, arrange for appeal procedures to resolve problems arising between the volunteer, the station and/or the sponsor.**
- n. Arrange for the transportation of all FGP volunteers to and from the Volunteer Station.**
- o. Not withdraw services if a volunteer station is unable to provide monetary or in-kind support to the project under the Memorandum of Understanding**
- p. Not use grant funds to finance labor or anti-labor organizations or related activities.**

2. The Volunteer Station will:

- a. Designate a coordinator to serve as liaison with the FGP.**
- b. Provide supervision of volunteers on assignment at all times and that the Foster Grandparents are never to be left alone with the children.**
- c. Provide Foster Grandparents with assignments, which utilize their skills and training and be responsible for such orientation and training for the individual assignment, as the volunteer may need.**
- d. Provide each FGP with a brief specific description (written) of the volunteer assignment plan for each child that they are assigned to. The second page of the Assignment Plan will become the FGP's job description for each child that they work with.**
- e. Have the opportunity for an interview with each volunteer before final placement occurs.**
- f. Assist the sponsor in the coordination of volunteer assignment, orientation, in-service instruction and other program-related activities.**
- g. Have the right to request the sponsor to reassign a volunteer.**
- h. Provide for adequate health and safety protection of volunteers. In consultation with the sponsor, make investigations and reports regarding accidents and injuries involving volunteers.**
- i. Submit required, completed paperwork to the Foster Grandparent Project on a timely basis. I.e., individual Volunteer Assignment Plans at the beginning of the school year, volunteer timesheets (The station supervisor must sign the original time sheets), Volunteer Performance Evaluations and Progress Report Data (a continuation page on the Assignment Plans) prior or no later than the given due date, as this data is an integral part of the FGP grant. Failure to turn in the required data for the program's Progress Reports may result in the removal of the program from the station.**
- j. Not make requests or receives compensation from the beneficiaries of FGP volunteers, nor are FGP allowed to receive compensation for services from these beneficiaries; nor will FGP volunteers receive a fee for service from the service recipient, their legal guardian or members of their family, or friends.**
- k. Not provide transportation for Foster Grandparents.**
- l. Not request, assign, nor permit FGP volunteers to give religious instruction, conduct worship services, or engage in proselytization as part of their duties and, if the station is an organization that conducts inherently religious activities, those activities are offered separately, in time and location, from the programs or services funded under the Corporation grant.**
- m. Not allow, permit or assign volunteers to engage in, any of the following activities, to the extent they are prohibited in the applicable program regulations: Electoral activities, voter registration, voter transportation to polls, or efforts to influence legislation.**

- n. Not request, assign, nor permit FGP volunteers to engage in sectarian or other political activities or instruction.**
- o. Not request, assign, nor permit FGP volunteers to engage in any activity which would otherwise be performed by an employed worker or which would supplant the hiring of, or result in the displacement of employed workers or impair existing contracts for services.**
- p. Actively comply with provisions of Title VI of the Civil Right ACTS of 1964. Will not discriminate against Foster Grandparents or in the operation of its program on the basis of race; color; national origin, including individuals with limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the participant or member is a qualified individual with a disability.**
- q. Accessibility and Reasonable Accommodation: The Volunteer Station will maintain the programs and activities to which FGP volunteers are assigned, accessible to persons with disabilities (including mobility, hearing, vision, mental and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.**
- r. Provide written policy and procedures for Volunteer Station.**
- s. Not be requires to financially support the FGP as a precondition to obtain volunteer service.**
- t. If meals are provided to volunteers, please complete this portion: () Contributed meals are **FEDERALLY FUNDED** under: _____ Title III of the Older Americans Act _____ Other (federal) funding source () Contributed meals are **NOT** provided by **FEDERAL FUNDS**. Meals will be provided to FGP volunteers at a free or reduced price when _____ hours of service has been or will be volunteered during that day.**

NOTE: The value of free or reduced-price meals, which are not provided by Federal funds will be submitted to the CPSB office by the cafeteria managers, verified by the by the CPSB Nutrition Program Director and reported monthly to the FGP project. These documents are important in-kind support for FGP.

LEGAL RESTRICTIONS: PROHIBITED ACTIVITIES

- a) Volunteers and grantee staff do not engage in, and grantee funds are not used for, any of the following activities, to the extent they are prohibited in the applicable program regulations:
- i. Electoral activities,
 - ii. Voter registration,
 - iii. Voter transportation to polls, and
- (b) Efforts to influence legislation
- (c) Neither the grantee nor any volunteer station requests or receives compensation from the beneficiaries of Senior Corps volunteers.
- (d) Any volunteer station financial support of the Senior Corps project is not a precondition for that station to obtain volunteer service.
- (e) A Senior Corps volunteer does not receive a fee for service from service recipients, their legal guardian, or members of their family, or friends.
- (f) Grant funds are not to be used to finance labor or anti-labor organizations or related activity.
- (g) Project staff or volunteers do not give religious instruction, conduct worship services, or engage in proselytization as part of their duties and, if the sponsor is an organization that conducts inherently religious activities, those activities are offered separately, in time and location, from the programs or services funded under the Corporation grant

LEGAL RESTRICTIONS: NEPOTISM

No person shall be selected for project staff that is related by blood or marriage to other project staff, sponsor staff or officers, or members of the sponsor Board of Directors.

I certify that our agency or organization meets the definition of public or private non-profit.

Signers:

FOSTER GRANDPARENT PROGRAM

BY: Kathy Richard

TITLE: Program Director

ADDRESS: 4135 Common St

Lake Charles, LA 70607

(Signature)

DATE: _____

SCHOOL BOARD REPRESENTATIVE

BY: Karl Bruchhaus

TITLE: Superintendent

ADDRESS: 3310 Broad St.

Lake Charles, LA 70615

(Signature)

DATE: _____

CALCASIEU PARISH SCHOOLS PARTNERED WITH THE FOSTER GRANDPARENT PROGRAM:

**Barbe Elementary School
400 Penn Street
Lake Charles, LA 70601
(337) 217-4600
Sharon Hardy**

**Brentwood Elementary
3825 Brentwood St.
Lake Charles, LA 70615
(337) 217-4610
Carolyn Henry**

**College Oaks Elementary
3618 Ernest St.
Lake Charles, LA 70605
(337) 217-4560
Milena Cuba**

**Combre Fondel Elementary
2115 Fitzenreiter Road
Lake Charles, LA 70601
(337) 217-4890
Mark Steward**

**JD Clifton Elementary
100 North Prater Street
Lake Charles, LA 70601
(337) 217-4420
Nancy Frank**

**John F. Kennedy Elementary
2001 Russell Street
Lake Charles, LA 70615
(337) 217-4760
Shawna Sezar**

**John J. Johnson Elementary
500 Malcolm
Lake Charles, LA 70601
(337) 2317-4900
Dr. Anya Miller**

**Oak Park Elementary
2001 18th Street
Lake Charles, LA 70601
(337) 217-4850
Jowanna Bellow**

**Pearl Watson Elementary
1300 5th Street
Lake Charles, LA 70601
(337) 217-4860
Sharon James**

**St. John Elementary
5566 Elliot Rd.
Lake Charles, LA 70605
(337) 217-4870
Teresa Baldauf**

**T.H. Watkins Elementary
2501 7th Avenue
Lake Charles, LA 70501
(337) 217-4590
Ashley Johnson**

(Names are the names of the station supervisor for this program).

**A RESOLUTION OF THE CALCASIEU PARISH SCHOOL BOARD APPROVING
DRIFTWOOD LNG, LLC FOR PARTICIPATION IN THE INDUSTRIAL TAX
EXEMPTION PROGRAM AT 8000 GLOBAL DRIVE, SULPHUR, 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, Driftwood LNG, 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 Driftwood LNG, LLC and

WHEREAS, Driftwood LNG, 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 Driftwood LNG, LLC) to the Industrial Tax Exemption contract between the Board of Commerce and Industry and Driftwood LNG, LLC with respect to its manufacturing plant located at 8000 Global Drive, Sulphur, Calcasieu Parish, Louisiana:

200 New Direct Jobs at the Manufacturing Establishment

\$34,333,000.00 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 Driftwood LNG, 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 FOREGOING RESOLUTION WAS READ, AND, AFTER PUBLIC DISCUSSION, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS:

NAYS:

ABSENT:

ABSTAIN:

AND the resolution was declared adopted on this _____ day of _____, 2018.

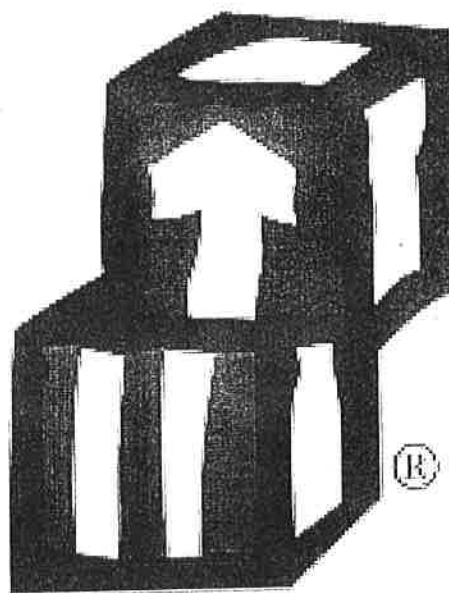
Mack Dellafosse, President

Calcasieu Parish School Board

Head Start Annual Report

2017-2018

" Providing High Quality Early Childhood Education for All Families"



Karl Bruchhaus, Superintendent

Dr. Michelle L. Joubert, Early Childhood Director

Mack Dellafosse, School Board Member

Brandon Malbrough, Policy Council President



Calcasieu Parish School Board Members

Member	District
Aaron Natali	1
Fredman Hardy	2
Glenda Gay	3
Annette Ballard	4
Ron Hayes	5
Dean Roberts	6
Mack Dellafosse	7
Eric Tarver	8
Damon Hardesty	9
Alvin Smith	10
Chad Guidry	11
Russell Castille	12
Billy Breaux	13
Wayne Williams	14
John Duhon	15

Calcasieu Head Start Policy Council Members

Name	Head Start Site	Position
Brandon Malbrough	Brenda Hunter	Representative
Kayla McElfresh	Brenda Hunter	Representative
Jessica Wilhite	Brenda Hunter	Representative
Kerl Edwards	Brenda Hunter	Representative
Keondra Guillory	J.D. Clifton Elementary	Representative
Shannitra Lewis	J.D. Clifton Elementary	Representative
Sheila Pitre	DeQuincy Primary	Representative
Emily Wingate	Jake Drost	Representative
Kimberly Taylor	J.I. Watson Elementary	Representative
Nolla Bernard	Community Representative	Representative
Dana Redburn	Community Representative	Representative
Mack DellaFosse	School Board Member	Representative
MaLaira Simien	Brenda Hunter	Alternate
Kori Ozane	Brenda Hunter	Alternate
Timothy Jones	Brenda Hunter	Alternate
Derrick Augustine	J.D. Clifton Elementary	Alternate
Klara Morgan	J.D. Clifton Elementary	Alternate
Kadijah Joyce	DeQuincy Primary	Alternate
Dominique Beitel	Jake Drost	Alternate
Keith Traweek	Jake Drost	Alternate
Kourtney Predium	J.I. Watson Elementary	Alternate
Lena Guillory	J.I. Watson Elementary	Alternate

Federal Head Start Grant Funds
\$3,801,305.00

Public and Private Funds
\$950,326.00

Budget Expenditures

Category	Budget
Salaries	\$2,554,113.61
Benefits	\$943,780.24
Contractual	\$23,224.63
Purchased Property	\$2,516.47
Other Purchase	\$20,590.52
Supplies	\$213,187.15
Equipment	\$0.00
Other	\$3,863.38
T & TA	\$40,029.00
TOTAL	\$3,801,305.00

Proposed Budget

Category	Budget
Salaries	\$2,574,606.00
Benefits	\$999,336.00
Contractual	\$27,000.00
Purchased Property	\$1,000.00
Other Purchase	\$8,450.00
Supplies	\$144,384.00
Equipment	\$0.00
Other	\$6,500.00
T & TA	\$40,029.00
TOTAL	\$3,801,305.00

Financial Audit
100%

Grantee 2017 Federal Review
100%

Total Number of Children and Families

Funded Enrollment	450
Total Number of Children Served	509
Total Number of Families Served	501
Total Number of Eligible Children	467
Total Number of Over-income Children	42

Monthly Enrollment and Daily Attendance

Month	Funded Enrollment	Enrollment	Percentage
August 2017	450	443	98%
September 2017	450	453	101%
October 2017	450	466	104%
November 2017	450	457	102%
December 2017	450	458	102%
January 2018	450	453	101%
February 2018	450	455	101%
March 2018	450	449	99%
April 2018	450	451	100%
May 2018	450	449	99%

Parental Involvement

Parent Training	Center Activities
Literacy Workshops- Choosing good books, Read Aloud, Promoting Early Language and Literacy Development, Financial Literacy, Reading with Dads	Classroom Volunteer Opportunities: Curriculum, Parent-Teacher Conferences, Home Visits
Health: Parent Engagement in Maternal Health, Nutrition and Physical Activity: Healthy Eating, Active Play, Tips for Pregnant Moms	Field Trips, Center Projects
Affordable Health and Housing, Legal Issues: Child Support, Child Custody, Divorce, Marriage	Center Parent Committee Meetings, Parent-Child Activities
Policy Council Training	Quarterly Policy Council Meetings
Potty Training	Health Services Advisory Committee Meetings
Tax Preparation, Employment/Job Skills, Childhood Obesity	Head Start Transition Meetings
Health and Nutrition, Mental Health and Stress	Head Start School Readiness Goals
Health Literacy: Key to Understanding and Using Health Information: Injury Prevention, Healthy Eating, Prenatal Care, Play and Stay Healthy	Male/Father Engagement
Parenting Partners Workshop (8 sessions)	Family Partnership and Goal Setting Parent Interviews
Stages of Child Development, Child Discipline	Well-Child Health Parent Interviews
Parenthood, Domestic Violence	Family Literacy Night
Mommy and Me Safe Baby Sleep	Christmas Bingo/Parent Training
Job Search/Job Training Skills	Breast Cancer Awareness
School Readiness	Male Involvement-Fatherhood
Oral Health, Fatherhood, Single Parenting, Foster and Adoptions	Pastries and Parents, Community Fest, Science Night

Health Summary

Student Health Summary	Student Percentage
Medical Examinations completed	93% (472)
Dental Examinations completed	100% (509)
Immunizations up-to-date	91% (463)
Dental Treatment Needed	12% (45)
Children with Asthma	3% (16)
Iron Deficiency Anemia	1% (5)
Vision Referrals	2% (8)
Families receiving Medicaid	99% (503)
Families with private benefits	5
Families receiving military benefits	1

Positive Outcomes can be attributed to the following:

- Early Intervention health screening
- Individualized Health Plan
- Parent Interviews (Exit interviews after screening in May/June and Well-child Health Care Conference in August)
- Medical and Dental Partnerships with community agencies to establish medical and dental homes for Head Start families
- Positive relationships with community providers and Head Start Health Services Staff

Transitions to Pre-Kindergarten


"The Head Start Approach to School Readiness means that children are ready for school, families are ready to support their children's learning, and schools are ready for children." The Calcasieu Parish Head Start program provides a comprehensive focus on physical, cognitive, and social and emotional development, all of which are essential to children becoming ready for kindergarten.

The Calcasieu Parish Head Start program has an integrated curriculum in place that addresses the essential domains of school readiness in the Head Start and Early Learning Framework. Child level assessment data is collected and entered three times a year through the use of the assessment tool Teaching Strategies Gold. The information collected is shared with the parents twice a year. Parental partnerships are encouraged that promotes an understanding of the child's progress, provide support, and encourage learning. There is also ongoing communication with the local schools to exchange information about the children and programs and to align services for early learning, health, and family engagement.

Calcasieu Parish Head Start students and parents were provided several opportunities to learn about and prepare for the upcoming school year. Spring of 2018 was the first attempt for Calcasieu Early Childhood Enrollment. The Head Start sites set up displays at the Prien Lake Mall on March 10, 2018 to inform parents about the first Calcasieu Early Childhood Coordinated Enrollment event. Parent sessions were held at the Head Start sites to provide information regarding the online registration process. The goal of these meetings was to assist parents with the online registration process. The first online application process was held on March 12, 2018 through March 29, 2018. There were two more application submission dates occurring on April 15, 2018 through May 15, 2018 and June 1, 2018 through June 20, 2018. Parents were provided access to computers Monday-Friday from 8:00 a.m. to 3:00 p.m. located at 1618 Mill St.

Families of students that enroll in Head Start are provided with a packet of information about the Head Start program, including a copy of the parent handbook. In addition, parents also attended orientation, open house, parent conferences, and home visits. Families were given the opportunity to visit the classrooms, meet administrators, the family engagement specialists, and other staff involved with the students to ask questions about the program and curriculum. The Head Start program is the beginning for many students on their journey to Kindergarten Readiness.



TO: Board Members
FROM:  Karl Bruchhaus
SUBJECT: Sales Tax Supplement
DATE: November 13, 2018

Each fall for the last several years the Calcasieu Parish School Board has been in the fortunate situation to consider a salary supplement for employees. Economic growth in our area has allowed the Board the opportunity to review surplus funds from the prior fiscal year and determine an appropriate total dollar amount to use to provide the supplements.

Issues that must be considered include funds availability, legality, structure, timing, history, long-term implications, financial effect, and payroll processing.

After consideration of all of the issues involved, it is recommended that full and part-time employees actively working on November 9, 2018 based on the teachers' salary schedule shall be paid a gross supplement of \$3,000 and all other personnel shall be paid a gross supplement of \$2100.00, with one-half of the appropriate supplement paid to employees that work part-time less than 4 hours per day. This supplement does not include substitute labor or board members.

While there has been rhetoric calling for using all surplus funds available for a supplement, staff has confirmed that Calcasieu will ultimately have an M.F.P. offset within the next several years because of excess sales tax collections last year and now. It is definitely not financially prudent to exhaust surplus tax collections knowing that State dollars will be reduced.

Attached are the resolution to be approved and a calculation of the estimated \$17 million cost of the salaries and benefits involved in the supplement with approximately \$15.4 million being paid by the general fund.

RESOLUTION

WHEREAS, the Calcasieu Parish School Board has specific sales taxes dedicated to employee salaries and benefits,

AND WHEREAS, it is the desire of the Calcasieu Parish School Board to use the excess sales taxes dedicated and accumulated in the General Fund to provide a salary supplement to active employees of the Calcasieu Parish School Board for services rendered in the fiscal year 2018-2019 and is to be paid on the November 30, 2018, regularly scheduled pay date,

AND WHEREAS, an employee is defined as an individual actively working full-time or part-time in their respective position and employed by the Calcasieu Parish School Board on November 9, 2018, (excludes board members and substitute labor),

AND WHEREAS, this supplement is being provided conditioned on employees completing their respective scheduled days to be worked for the 2018-2019 fiscal year and any employee not fulfilling this requirement is subject to having the supplement prorated by the Superintendent and surrendering any portion not earned,

THEREFORE BE IT RESOLVED, that all employees based on the teachers' salary schedule shall be paid a gross supplement of \$3,000 and all other personnel shall be paid a gross supplement of \$2,100 with one-half of the appropriate supplement paid to employees that work part-time less than 4 hours, and that any exceptions to the preceding definitions and rules will be resolved by the Superintendent and that said supplement is to be paid on the November 30, 2018 regularly scheduled pay date,

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTAIN:

And the resolution was declared adopted on this, the 13th day of November, 2018.

Karl Bruchhaus
Secretary

Mack Dellafosse
President

This worksheet is intended **only** as
a calculation of estimated probable costs!

			Tchr Sched Based Employees		All Other Employees	
Sales Tax Supplement Cost Estimate - FY2019			2,850	Prior year	2,000	Prior year
			Supplement		Supplement	
			3,000	Current year	2,100	Current year
			sal	ben	sal	ben
4971 Districtwide Total all employees			9,771,000	2,786,234	3,598,350	1,153,878
			12,557,234		4,752,228	
15,405,421	(Roughly 89% funded by GF)	Total Cost	17,309,462			
GenFund Cost						

Notes & recommendations:

Nov. 2018 sales tax supplement is recommended to be \$3,000 for those employees tied to the teacher's salary schedule and all others to be \$2,100; to be paid on Nov. 30, with employment determination date of November 9, 2018. SI and CFO determined that there was sufficient funds available as Sales Tax Surplus funds from the 1995 tax and the 2015 tax combined at the end of fiscal year 6/30/18. SI and CFO determined that approximately \$15.5M could be used to pay supplement considering long-term concerns of diminishing MFP funding and future Sales Tax uncertainty and the \$20M board approved S/T funds reservation. Also considered was the payment of approx. \$1.5M in COMPASS stipends in October 2018 from surplus S/T funds.

**Calcasieu Parish School Board
History of Teacher Salaries**

1991-92	\$388 Local One-Time Supplement
1992-93	Raises given in range from \$350 at BA with/0 to \$542 at PHD with/25.
1993-94	No Increase.
1994-95	No Increase.
1995-96	\$3300 raise to all levels of teacher schedule from passage of 1/2 cent sales tax.
1996-97	\$750 State raise to all levels of teacher schedule. Local raises to create at least \$350 between steps and \$1500 between degrees ranged from \$147 at BA w/14 to \$2907 at PHD w/25.
1997-98	\$1084 State raise to all levels of teacher schedule
1998-99	\$985 State raise to all levels of teacher schedule.
1999-00	No Increase.
2000-01	\$600 One-Time Local Supplement \$2000 One-Time Local Supplement
2001-02	\$2060 State raise to all levels of teacher salary schedule \$1500 Local raise to all levels of teacher salary schedule \$ 300 Local supplement
2002-03	Local \$725 One-Time Supplement State \$610 Supplement
2003-04	State \$610 Raise State \$1300 Supplement
2004-05	State \$1300 Raise State \$309 Raise One Additional Step To Teacher Schedule For All Degees Local \$942 One-Time Supplement
2005-06	State & Local \$747 Raise
2006-07	State \$1500 Raise Local \$2200 One-Time Supplement Local \$1500 One-Time Supplement
2007-08	State \$4696 Raise Local \$304 Raise Local \$1700 One-Time Supplement
2008-09	State \$1019 Raise Local \$1250 One-Time Supplement
2009-10	No increase.
2010-11	No increase.
2011-12	No increase.
2012-13	Local \$800 One-Time Supplement
2013-14	State \$600 One-Time Supplement
2014-15	State \$561 Raise Local \$900 One-Time Supplement
2015-16	Local \$4,000 Raise (funded by new 1/2 cent sales tax) Local \$1,100 One-Time Supplement
2016-17	Local \$1,450 One-Time Supplement
2017-18	Local \$2,850 One-Time Supplement

**Calcasieu Parish School Board
History of Support Salaries**

1991-92	\$388 Local One-Time Supplement
1992-93	1.65% Raise With Cap of \$542
1993-94	No Increase.
1994-95	No Increase.
1995-96	Raises of 10% not less than \$1200 for full time
1996-97	State \$150 One Time Supplement - One Additional Local Step To Each Schedule
1997-98	State Raise \$350 Per Schedule
1998-99	State \$300 One-Time Supplement
1999-00	No Increase.
2000-01	Local \$350 One-Time Supplement Local \$500 One-Time Supplement State \$328.78 One Time Supplement
2001-02	Local \$500 Raise to all support schedules Local \$300 One-Time Supplement
2002-03	State \$477 One Time Supplement Local \$350 One-Time Supplement Local \$300 One Time Supplement
2003-04	State \$477 Raise Local \$300 Raise Local \$500 One-Time Supplement
2004-05	Local \$800 One-Time Supplement
2005-06	No Increase.
2006-07	State \$500 Raise Local \$1700 One-Time Supplement Local \$1000 One-Time Supplement
2007-08	State \$1000 Raise Local \$500 Raise Local \$1700 One-Time Supplement
2008-09	State \$1000 One-Time Supplement Local \$1250 One-Time Supplement
2009-10	No Increase.
2010-11	No increase.
2011-12	No increase.
2012-13	Local \$800 One-Time Supplement
2013-14	Local \$300 One-Time Supplement
2014-15	Local \$550 One-Time Supplement
2015-16	Local 10% salary schedule increase Local \$750 One-Time Supplement
2016-17	Local \$1,000 One-Time Supplement
2017-18	Local \$2,000 One-Time Supplement

ITEMS 10. A& B.

BID REPORTS:

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

BID 2019-25 – LED MARQUEES was opened on October 17, 2018 @ 10 AM

BIDS WERE SENT TO THE FOLLOWING:

ACME SIGNS
COOGAN & COOGAN
FAST SIGNS
SIGNTRONIX
SPECTRUM
STEWART SIGNS

BID RESULTS AS FOLLOWS:

BAKER SIGNS \$49,925.00 EA
COOGAN & COOGAN \$14,415.29 EA
FAST SIGNS \$28,086.28 EA
SPECTRUM \$42,406.28 EA
STEWART SIGNS \$21,769.98 EA

THE STAFF RECOMMENDS AWARDED COOGAN & COOGAN AS THE LOWEST
RESPONSIBLE
RESPONSIVE BIDDER.

**BID 2019-34 – CUSTOM CABINET WORK FOR NEW PODS was opened on October 30,
2018 @ 10 AM**

BIDS WERE SENT TO THE FOLLOWING:

INSIGHT INC
SAM ISTRE CONSTRUCTION
KEILAND CONSTRUCTION
MILLER & ASSOC
PAT WILLIAMS CONSTRUCTION

BID RESULTS AS FOLLOWS:

CDX CONSTRUCTION \$390,700.00
INSIGHT \$288,910.00
KEILAND \$424,205.42

THE STAFF RECOMMENDS AWARDED INSIGHT THE LOWEST RESPONSIBLE RESPONSIVE
BIDDER.

ITEM 10.C.

Barbe Elementary Upgrades/\$50 million allocation

**THIS BID OPENS TUESDAY MORNING, NOVEMBER 13, AND
INFORMATION WILL BE AVAILABLE PRIOR TO THE
BOARD MEETING.**

BID REPORT

ITEM 10.D.

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

DATE: November 5, 2018

DESCRIPTION:

Gillis Elementary - Improvements - Phase II

FUNDS: 50 Million Allocation

BID NUMBER: 2019-02PC

DESIGNER: MOSS ARCHITECTS, INC.

CONTRACTOR	BASE BID	ALT. # 1
Keiland Construction	Bid Incomplete Not dated	
PAT WILLIAMS CONSTRUCTION, INC.	\$2,446,000.00	\$306,000.00
Miller & Associates Dev Co., Inc.	\$2,455,000.00	\$505,000.00

ELECTRONIC BIDS:

The Committee recommends award of the contract to: Pat Williams Construction

BASE BID PLUS ALTERNATE IN THE AMOUNT OF:

Two Million Seven Hundred Fifty Two Thousand and no/100

as the lowest qualified bidder meeting specifications.

DESCRIPTION OF ALTERNATE:

ALTERNATE NO. 1: Provide and Install new hipped metal roof, metal truss roofing system including metal fascia & soffit.

ITEM 11. A.

PERMISSION TO ADVERTISE

PAVED DROP OFF DRIVE
MOSS BLUFF MIDDLE SCHOOL
\$50 MILLION ALLOCATION

REQUEST FOR PERMISSION TO ADVERTISE

Permission to advertise is requested for the following:

Description:

Brenda Hunter Head Start - Improvements - Phase II

Funds: School Board District # 31 Bond Funds

Designer:

Moss Architects, Inc.

Advertise: to be determined

Karl Bruchhaus, Secretary
Calcasieu Parish School Board

Cc: Bourne, Bruchhaus, Heath, Grigg

(OK)
AH

CHANGE ORDER

Item 12.A.

Change Order No.: 001
Date: 10/18/18
Project: Ralph Wilson Roofing Replacement

Project No.:
010418

To:
Calcasieu Parish School Board

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

The Original Contract Sum	\$729,999.00
Net Change By Previous Change Order	\$0.00
Contract Sum Prior to this Change Order	\$729,999.00
Contract Sum will be increased this Change Order	by \$23,040.00
New Contract Sum including this Change Order	\$753,039.00
Contract Time will be increased	by 30 Days
Revised Contract Completion Date	12/04/18

RECOMMENDED
Griggs Mitchell & Assoc., LLC
(Designer)
Jason Mitchell

949 Ryan Street, Suite 130
Lake Charles, LA 70601

By: _____
Date: 10/19/2018

ACCEPTED
Daughdrill Gen. Contracting
& Roofing Co. Inc.
(Contractor)

PO Box 878
Westlake, LA 70669

By: _____
Date: _____

APPROVED
Calcasieu Parish
School Board
(Owner)

P.O. Box 800
Lake Charles, LA 70602

By: _____
Date: _____

Daughdrill Gen. Contracting & Roofing Co. Inc.

Job Number 010418

(Sum A, B & C)

Daughdrill Gen. Contracting & Roofing Co. Inc.

PO Box 878

Westlake, LA 70669

337-439-5806

337-436-9868 fax

09/19/2018

Re: Ralph Wilson Canopy East side

Work to repair canopy on east side of school:

- 1) Removal of existing canopy ceiling.
- 2) Reframe existing canopy to receive new plaster ceiling to match front canopy.
- 3) Patch and repair all damaged area on the existing rock panel on east side.
- 4) Recoat rock panels.
- 5) Clean up and haul off all trash.

TOTAL.....
\$23,040.00

THE PRICE ABOVE IS VALID FOR 30 DAYS

THIS PROPOSAL WILL BE INCORPORATED INTO ANY CONTRACT BETWEEN DAUGHDRILL GEN. CONTRACTING & ROOFING CO. AND THE GENERAL CONTRACTOR OR OWNER.

IF YOU HAVE ANY QUESTIONS CONCERNING THIS PROPOSAL, PLEASE FEEL FREE TO CONTACT ME.

DEAR CUSTOMER, WHEN YOU ARE GETTING BID PRICES FROM OUR COMPETITORS, PLEASE AS FOR PROOF (INSURANCE CERTIFICATE) THAT THEY CARRY WORKER'S COMPENSTION, AUTO LIABILITY AND GENERAL LIABILITY FOR YOUR PROTECTION.

INSURANCE CARRIER:
MCELVEN INSURANCE
700 WEST PRIEN LAKE ROAD
LAKE CHARLES, LA 70606

BONDING COMPANY:
WESTERN SURETY COMPANY
PO BOX 5077
SIOUX CITY, SD 57117-5077

LA STATE LICENSE # 17566
FED ID# 72-0967658

THANK YOU,

Larry Daughdrill

**LARRY DAUGHDRILL
PRESIDENT**

OWNER

Item 12.B.

CHANGE ORDER

Change Order No.: 1
Date: **November 2, 2018**
Contract Date: **April 18, 2018**

Project: **DeQuincy High School
Auditorium Roof Replacement
For Calcasieu Parish School Board**

Project No.: **Calcasieu Parish School Board - Project No. 2018-18PC
Champeaux Evans Hotard - Project No. 1733**

To: **Pat Williams Construction, LLC
1321 Hodges Street
Lake Charles, LA 70601**

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

The Original Contract Sum	\$419,000.00
Net Change by Previous Change Order	<u>\$0.00</u>
Contract Sum Prior to this Change Order	\$419,000.00
Contract Sum will be <u>increased</u> by this Change Order	<u>\$41,974.53</u>
New Contract Sum Including this Change Order	\$460,974.53

Contract Time will be increased by: **0 days**
Revised Contract Completion Date: **November 20, 2019**

RECOMMENDED

**Champeaux Evans
Hotard, APAC
(ARCHITECT)**

**702 Dr. Michael DeBakey Dr.
Lake Charles, LA 70601**

By: 

Dated: **11/5/2018**

ACCEPTED

**Pat Williams
Construction, L.L.C.
(CONTRACTOR)**

**1321 Hodges Street
Lake Charles, LA 70601**

By: _____

Dated: _____

APPROVED

**Calcasieu Parish
School Board
(OWNER)**

**P. O. Box 800
Lake Charles, LA 70602**

By: _____

Dated: _____

Date: **November 2, 2018**

To: **Calcasieu Parish School Board
Planning & Construction Department**

Attn.: **Mr. Harold Heath, Construction Manager**

From: **Champeaux Evans Hotard, APAC
Brad Evans**

Re: **DeQuincy High School
Auditorium Roof Replacement
For Calcasieu Parish School Board
CPSB Project #2018-18PC
CEH Project # 1733**

Change Order No. 1 – Recap

Change Order Request No. 1

Major change in scope of work related to the HVAC portion of the project, as requested by the Calcasieu Parish School Board. CPSB purchased (5) new roof-top HVAC units through Johnson Controls. At CPSB's request, the Contractor provided Labor, Materials, and Equipment related to the installation of the (5) Owner-provided Roof-Top HVAC units, including as follows: pick-up of units at JCI warehouse, transportation to, and unloading at the project site; decommissioning and disposal of (5) existing roof-top HVAC units; installation of ionization modules in (5) new units, in order to comply with current Code requirements for fresh air/air quality; installation of HVAC controls, thermostats, humidistats, and CO2 sensors with lock boxes for (5) new units, all tied-in to the JCI panel in the auditorium building, and connected to the facility panel in the main building; installation of a new Fire Alarm Panel, and (10) duct-mounted smoke detectors, in order to comply with current codes, all tied-in to the facility fire alarm system in the main building; Test and Balance of (5) new units; modification of existing gas lines to accommodate new rough-in locations; and other miscellaneous work. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$43,825.93
Days Requested:	ADD	0 days

Change Order Request No. 2A

Patching of existing rusted roof decking, discovered when the old roof was removed. The requested amount is based on the Unit Price and allowance included on the Bid Form.

Amount Requested:	ADD	\$3,575.00
Days Requested:	ADD	0 days

Item 12.C.

CHANGE ORDER

Change Order No.: 1
Date: **November 2, 2018**
Contract Date: **June 13, 2018**

Project: **Sam Houston High School
New Gymnasium and Band Building
For Calcasieu Parish School Board**

Project No.: **Calcasieu Parish School Board - Project No. 2018-19PC
Champeaux Evans Hotard - Project No. 1724**

To: **Pat Williams Construction, LLC
1321 Hodges Street
Lake Charles, LA 70601**

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

The Original Contract Sum	\$7,149,000.00
Net Change by Previous Change Order	<u>\$0.00</u>
Contract Sum Prior to this Change Order	\$7,149,000.00
Contract Sum will be <u>increased</u> by this Change Order	<u>\$21,925.92</u>
New Contract Sum Including this Change Order	\$7,170,925.92

Contract Time will be increased by: **31 days**
Revised Contract Completion Date: **December 7, 2019**

RECOMMENDED

**Champeaux Evans
Hotard, APAC
(ARCHITECT)**

**702 Dr. Michael DeBakey Dr.
Lake Charles, LA 70601**

By: 

Dated: 11/5/2018

ACCEPTED

**Pat Williams
Construction, L.L.C.
(CONTRACTOR)**

**1321 Hodges Street
Lake Charles, LA 70601**

By: _____

Dated: _____

APPROVED

**Calcasieu Parish
School Board
(OWNER)**

**P. O. Box 800
Lake Charles, LA 70602**

By: _____

Dated: _____

Date: **November 2, 2018**

To: **Calcasieu Parish School Board
Planning & Construction Department**

Attn.: **Mr. Harold Heath, Construction Manager**

From: **Champeaux Evans Hotard, APAC
Brad Evans**

Re: **Sam Houston High School
New Gymnasium and Band Building
Fro Calcasieu Parish School Board
CPSB Project #2018-19PC
CEH Project # 1724**

Change Order No. 1 – Recap

Change Order Request No. 5

Demolition, removal, and haul-off of an existing/abandoned 10'W. x 20'L. x 8'D. septic tank, discovered approximately 2' below grade at the location of the old sidewalk & canopy.

Note: Designer recommends 4 additional days be granted, related to time associated with the discovery, assessment, and formulation and approval of plan of action, on Items No. 5 & 3.
(Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$5,329.50
Days Requested:	ADD	5 days

Change Order Request No. 3

Remove existing saturated soils, provide and install lime-treated fill compacted, compacted to a minimum 98% standard density as directed by the Owner's Geotechnical Engineer, at the location of the existing septic tank, removed in Item No.4, below. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$6,554.52
Days Requested:	ADD	3 days

Change Order Request No. 4

Provide and install Fly-Ash stabilization of the existing sub-base at the South 1/4 of the building pad (approximately 8,000 sq.ft.) which was saturated, and could not be dried by aeration, due to persistent rain patterns, as recommended by the Owner's Geotechnical Engineer. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$10,041.90
Days Requested:	ADD	5 days

DeQuincy High School
Auditorium Roof Replacement
For Calcasieu Parish School Board
Change Order No.1 - Recap
CEH Project # 1715
November 2, 2018
Page 2 of 2

Weather-Related Delays

Weather-related delays documented for the following months, less days allowed for by the Contract Documents. (Refer to supporting documentation, attached hereto.)

<u>Month</u>	<u>Documented Weather Related Delays</u>	<u>Weather-Related Days Allowed</u>	<u>Additional Days Granted</u>
August, 2018	4 days	(5 days)	0 days
September, 2018	14 days	(4 days)	10 days
October, 2018	11 days	(3 days)	8 days
		Amount Requested:	ADD \$0.00
		Days Requested:	ADD 18 days

**Total Contract Amount modification recommended
for Change Order No. 1**

ADD \$21,925.92

**Total Contract Time modification recommended
for Change Order No. 1**

ADD 31 days

Item 12.D.

CHANGE ORDER

Change Order No.: 12
Date: **November 2, 2018**
Contract Date: **April 24, 2017**

Project: **Calcasieu Parish School Board
Classroom Pods – Phase X**

Project No.: **Calcasieu Parish School Board - Project No. 2017-05PC
Champeaux Evans Hotard - Project No. 1715**

To: **Miller & Associates Development Co., Inc.
P. O. Box 700
Iowa, LA 70647**

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


The Original Contract Sum	\$13,495,000.00
Net Change by Previous Change Order	<u>\$957,080.49</u>
Contract Sum Prior to this Change Order	\$14,452,080.49
Contract Sum will be <u>increased</u> by this Change Order	<u>\$22,386.06</u>
New Contract Sum Including this Change Order	\$14,474,466.55

Contract Time will be increased by: **33 days**
Revised Contract Completion Date: **April 6, 2020**

RECOMMENDED

**Champeaux Evans
Hotard, APAC
(ARCHITECT)**

**702 Dr. Michael DeBakey Dr.
Lake Charles, LA 70601
70602**

By: 

Dated: 11/5/2018

ACCEPTED

**Miller & Associates
Development Co., Inc.
(CONTRACTOR)**

**P. O. Box 700
Iowa, LA 70647**

By: _____

Dated: _____

APPROVED

**Calcasieu Parish
School Board
(OWNER)**

**P. O. Box 800
Lake Charles, LA**

By: _____

Dated: _____

Date: **November 2, 2018**

To: **Calcasieu Parish School Board
Planning & Construction Department**

Attn.: **Harold Heath, Construction Manager**

From: **Champeaux Evans Hotard, APAC
Brad Evans**

Re: **CEH Project # 1715
Calcasieu Parish School Board
Classroom Pods – Phase X**

Change Order No. 12 – Recap

Change Order Request No. 77

A.A.Nelson Elementary School – Demolish and haul-off concrete footings that were previously installed below the temporary classroom buildings, removed for construction of the new pod building. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$3,183.66
Days Requested:	ADD	1 days

Change Order Request No. 82

Bell City High School - Build-out of Cooking and Sewing Labs. The Contractor's initial proposal included a clerical error, related to the value of the Millwork. Actual value of the millwork was \$21,000.00, however, the worksheet on the original Change Order Request included only \$2,100.00 (a net difference of \$18,900.00). The Contractor has agreed to forego any additional Profit & Overhead on the requested difference in the actual cost of the cabinets.

Amount Requested:	ADD	\$19,202.40
Days Requested:	ADD	0 days

Weather-Related Delays

Weather-related delays documented for the following months, less days allowed for by the Contract Documents. (Refer to supporting documentation, attached hereto.)

<u>Month</u>	<u>Documented Weather Related Delays</u>	<u>Weather-Related Days Allowed</u>	<u>Additional Days Granted</u>
August, 2018	13 days	(5 days)	8 days
September, 2018	17 days	(4 days)	13 days
October, 2018	14 days	(3 days)	11 days
		Amount Requested:	ADD \$0.00
		Days Requested:	ADD 32 days

**Calcasieu Parish School Board
Classroom Pods – Phase X
Change Order No.12 - Recap
CEH Project # 1715
November 2, 2018
Page 2 of 2**

**Total Contract Amount modification recommended
for Change Order No. 12**

ADD \$22,386.06

**Total Contract Time modification recommended
for Change Order No. 12**

ADD 33 days

NAME	POSITION	LOCATION	DATES	ADDITIONAL INFO
RESIGNATION				
Alexis Redmond	Paraprofessional	Brenda Hunter	10/26/18	Accepted other employment
Angelica Chantlin	Clerk	Data Processing	10/19/18	Accepted other employment
Kimberly Mustian	Custodian	Gillis Elementary	10/01/18	Personal reasons
Lakeyn Viator	Clerk	Early Childhood	09/27/18	Personal reasons
Linda Chapman	Bus Driver	Kaufman Elementary	09/21/18	Personal reasons
Olivia Hayes	Paraprofessional	Prien Lake Elementary	10/31/18	Relocating
Jennifer Mayes	Bus Driver	Moss Bluff Middle	10/24/18	Relocating
Bridget O'Kelley	Cafeteria Technician	Westwood Elementary	10/01/18	Personal reasons
Jordan Davis	Teacher	Sam Houston	10/12/18	Personal reasons
Carolonda Williams	Paraprofessional	J.D. Clifton Head Start	10/12/18	Personal reasons
Catina Fontenot	Cafeteria Technician	Western Heights Elementary	10/09/18	Personal reasons
Cory Ceasar	Custodian	C & I	10/05/18	Accepted other employment
Jared Ogea	Network Specialist	Technology Department	10/19/18	Accepted other employment
Jacqueline Richard	Paraprofessional	Henry Heights Elementary	10/24/18	Accepted other employment
Kathryn Stutes	Paraprofessional	Nelson Elementary	10/09/18	Personal reasons
Mary Aleshire	Teacher	Brenda Hunter	10/19/18	Personal reasons
Paula Reed	Clerk	Grant Department	12/31/18	Personal reasons
Frederick Guess, Jr.	Custodian	Molo Middle	10/17/18	Personal reasons
Phillip Weston	Bus Driver	Clifton Elementary	10/02/18	Personal reasons
RETIREMENT				
Sheryl Wilkerson	Clerk	Sales Tax Department	12/31/18	

Nanette Babineaux	Teacher/Trainer	MIS	12/21/18	
Andrew Antonetz	Teacher	Combre-Fondel Elementary	10/13/18	
Ann Norwood	Teacher	F.K. White Middle	10/14/18	
Audrey Lewis	Bus Driver	Molo Middle	05/24/19	
MATERNITY LEAVE			Due Date:	
Erica Hartley	Teacher	Prien Lake Elementary	11/16/18 - 1/22/19	12/9/18 [B]
Monica Smith	Teacher	St. John Elementary	10/8/18 - 3/4/19	10/20/18 [B]
Katharine Chloun	Teacher	St. John Elementary	11/26/18 - 3/4/19	12/6/18 [B]
Courtney Castille	Teacher	T.H. Watkins Elementary	11/5/18 - 1/7/19	11/8/18 [B]
LEAVE WITHOUT PAY				
Maureen Hardy	Paraprofessional	Positive Connections	11/14/18 - 5/24/19	
Stephanie Judice	Speech Pathologist	Speech Department	10/15/18 - 12/20/18	
RESCIND LWOP				
Ashley Evans	Paraprofessional	Brentwood Elementary	10/1/18 - 11/1/18	Rescind effective 10/29/18
PROFESSIONAL DEVELOPMENT				
Erica DeRouen	Teacher	Nelson Elementary	Spring 18-19	
Amanda Wilkinson	Teacher	Iowa High	Spring 18-19 - Fall 19-20	
Veronikha Faulk	Teacher	Nelson Elementary	Spring 18-19	
MEDICAL SABBATICAL				
Ginger Caldwell	Teacher	T.S. Cooley Elementary	Fall 18-19	Beginning 9/18/18

APPROVED - October 23, 2018



NAME	POSITION	LOCATION	DATES	ADDITIONAL INFO
RESIGNATION				
Phillip Ebarb	Teacher	CPAS West	10/31/18	Personal reasons
Phyllis Malveaux	Bus Driver	Moss Bluff Middle	10/29/18	Personal reasons
Tina Bullion	Cafeteria Manager	Moss Bluff Middle	10/26/18	Personal reasons
Heather Fruge	Bookkeeper	F.K. White Middle	11/06/18	Accepted employment in another district
Pat Cryar	Custodian	W.W. Lewis Middle	11/02/18	Personal reasons
Alexis Benoit	Paraprofessional	St. John Elementary	10/26/18	Personal reasons
Morgan Nutt	Teacher	LeBleu Settlement	10/29/18	Personal reasons
Jason Flanagan	Teacher	Sam Houston High	11/09/18	Accepted other employment
Jenna Kramer	Teacher	Bell City High	11/01/18	Personal reasons
RETIREMENT				
Mary Wilkinson	Teacher	LCB Academy	01/31/19	
Rodney Semar	Bus Mechanic	Transportation	12/31/18	
Mary E. Cormier	Paraprofessional	Washington Marion High	11/30/18	
Theresa Fondel	Teacher	J.D. Clifton Elementary	11/01/18	Retire Rehire Terming
Sandra Comeaux	Consultant	C & I	12/31/18	Retire Rehire Terming
MATERNITY LEAVE				
			Due Date:	
Elizabeth Benoit	Counselor	Sulphur High	1/11/19 - 3/8/19	1/11/2019 [B]
Christa Foolkes	Coordinator	Hearing/Vision Department	12/19/18 - 1/31/19	12/19/18 [A]
Aphra Kingsley	Instructional Strategist	C & I	11/19/18 - 1/14/19	11/19/18 [B]
Amelia Crawford	Teacher	Prien Lake Elementary	11/26/18 - 5/1/18	12/3/18 [B]

LEAVE WITHOUT PAY

Rhonda Trahan	Bus Driver	Moss Bluff Elementary	11/1/18 - 12/31/18	
Kaitlyn Pickett	Teacher	Vinton Elementary	1/14/19 - 5/24/19	

APPROVED - November 2, 2018