

AGENDA
CALCASIEU PARISH SCHOOL BOARD
3310 BROAD STREET
LAKE CHARLES, LOUISIANA
Tuesday, February 12, 2019

- 1. Prayer – Alvin Smith**
- 2. Pledge of Allegiance – Nicholas Reed/Iowa High School**
- 3. Roll Call**
- 4. Approval of Minutes**
 - A. January 15, 2019
- 5. Presentations**
 - A. Presentation of NISL (National Institute for School Leadership)
Participants/CAO Tommy Campbell
- 6. Superintendent's Report**
- 7. Executive Session**
 - (None)
- 8. Committee Reports**
 - A. C&I Committee/ January 29, 2019/Annette Ballard, *Chair*
 - B. Budget Committee/January 29, 2019/Dean Roberts, *Chair*
- 9. Take Appropriate Action**
 - A. Approval of Calcasieu Child Care Resource and Referral Services Grant
Application
 - B. Approval of Calcasieu Parish School Board Head Start Program Grant Application
 - C. Approval for re-naming of Iowa High School Gymnasium to David Buller
Gymnasium
 - D. Approval for re-naming of Iowa High School Basketball Court to Coach Asa "Joe"
Foreman Basketball Court

10. Bid Reports

- A. Bid Approval for E-Rate Year 22 (19-20) for Technology Department
- B. Bid 2019-23/Cafeteria Equipment for Ralph Wilson Elementary, J.D. Clifton Elementary, Pearl Watson Elementary, J.J. Johnson Elementary/District #31 Bond Funds
- (THIS BID OPENS ON FEBRUARY 11- Information will be available at Board Meeting)**
- C. J.J. Johnson Elementary School, Bid #2019-05PC/Phase I Renovations/District #31 Bond Funds

11. Permission to Advertise

- A. Janitorial Supplies/Central Warehouse/General Funds
- B. Food & Supplies/School Food Service Department/School Food Service Funds
- C. Copy Paper/Central Warehouse/General Funds
- D. Sprinkler System Inspections/Maintenance Department/General Funds
- E. RFP/Uniforms for Custodial & Cafeteria Personnel/General Funds
- F. Restroom Improvements/Sulphur High School/\$50 million dollar allocation
- G. Restroom Improvements/E.K. Key Elementary/\$50 million dollar allocation

12. Correspondence

- A. Change Order Number Fifteen (15) for the Project, "Classroom Pods-Phase X," Project #1715; Champeaux, Evans, Hotard, APAC, Architect; Miller & Associates Dev. Co., Inc., Contractor; Increase of \$114,990.36 and Increase of Ten (10) days.
- B. Change Order Number Two (2) for the Project, "Gillis Elementary Improvements, Phase I," Bid #2018-07PC; Moss Architects, Inc., Architect; Keiland Construction, LLC, Contractor; *Increase* of \$37, 328.01 and *Increase* of Twenty- One (21) days.

13. Condolences/Recognitions

14. Schedule Committees

A&P Committee.....February 26, 2019, 5:00 p.m.
Employee Benefits Committee.....February 28, 2019,5:00 p.m.
C&I Committee.....March 26, 2019, 5:00 p.m.
Budget Committee.....(to follow)

15. Adjourn Meeting

January 15, 2019

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, January 15, 2019, at 5:00 p.m.

The meeting was called to order by Mack Dellafosse, President. The prayer was led by Alvin Smith. The Pledge of Allegiance was led by Mack Dellafosse.

OATH OF OFFICE

The Oath of Office was administered to all fifteen Board Members, including newly elected Desmond Wallace and Bliss Bujard, by the Honorable W. Mitchell Redd, Chief Judge, 14th Judicial District Court, Division A.

Board Members introduced family and friends in the audience.

ELECTION OF OFFICERS

Mrs. Ballard nominated Damon Hardesty as President for 2019, seconded by Mr. Breaux. Mr. Castille offered a motion to close the nominations. Mr. Hayes seconded and the motion carried unanimously. Mr. Hardesty was elected unopposed.

Mr. Castille nominated Dean Roberts as Vice-President for 2019, seconded by Mr. Hayes. Mr. Hardesty offered a motion to close the nominations. Mr. Hayes seconded and the motion carried unanimously. Mr. Roberts was elected unopposed.

ROLL CALL

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

APPROVAL OF MINUTES

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

January 15, 2019

SUPERINTENDENT'S REPORT

Mr. Bruchhaus gave the following report:

1. I would like to take this opportunity to thank Mr. Dellafosse for his service as Board president for 2018 and to present him with this plaque as a token of our appreciation.
2. All Board Members have received the December Head Start Report.

Program Governance

- Policy Council meeting was held on December 17, 2018. The following items were approved:
 - ✓ November's Policy Council Minutes
 - ✓ November's Director's Report
 - ✓ November's Attendance Report
 - ✓ September, October, and November's Financial Reports
 - ✓ ERSEA (Eligibility, Recruitment, Selection, Enrollment, and Attendance) Policy
 - ✓ Self-Assessment Updates
 - ✓ School Readiness Goals
 - ✓ Staff Wellness Survey Results
 - ✓ Exploration of healthier vendor machines in Head Start sites
 - ✓ Change the Policy Council meeting from January 28th to February 4th

Program Operations

- Enrollment – 454
- 100% of classrooms were observed using the CLASS (Classroom Assessment Scoring System) Tool.
- All Head Start students received Christmas gifts from Lydia Holland, Century 21 Bessette Realty, Inc. This is the second year this agency has donated presents to our Head Start students.
- The Sulphur Beta Club read Christmas stories to the children and assisted with constructing gingerbread houses at Jake Drost Head Start.
- Brenda Hunter Head Start held "Math at the North Pole". Families had an opportunity to rotate through 10 math stations to facilitate student learning on a variety of math skills such as counting and one to one correspondence.

January 15, 2019

3. All Board Members have received the December, 2018, Population Report.

4. I would like to report our current sales tax numbers for our general fund which show December, 2018, collections at \$2,195,991 or 18.4% above budget for the 6th month of the 2018-2019 school year.

Collections are \$1, 975,755 or 16.3% above collections for the same month last year.

Collections for the 2018-2019 year after 6 months are \$7,025,192 or 8.9% over budget and \$21,554,303 or 20.1 % under the same time period last year.

5. Please let my office know if you want to be registered for LSBA at the Golden Nugget in February, no later than January 31st and we can register everyone together.

6. We will begin emailing full agenda packets to each Board member for our meetings. While some Board Members may still need the packet delivered, others have indicated that the electronic copy was good. Please let us know individually if you still want your packet delivered. We will have a hard copy of all documents at your place for each meeting. The heavy traffic is prompting our review of these procedures.

TAKE APPROPRIATE ACTION

Mr. Hardesty read the following:

A. Approval of CPSB Meeting dates for February 2019-January 2020

2019 Board Dates

2019 Committee Dates

(TENTATIVE- Based on Need)

<u>January 15</u>	<u>January 29 (already approved)</u>
<u>February 12</u>	<u>February 26</u>
<u>March 19</u>	<u>March 26</u>
<u>April 9</u>	<u>April 30</u>
<u>May 14</u>	<u>May 28</u>

January 15, 2019

<u>June 11</u>	<u>June 25</u>
<u>July 9</u>	<u>July 23</u>
<u>August 13</u>	<u>August 27</u>
<u>September 10</u>	<u>September 24</u>
<u>October 8</u>	<u>October 22</u>
<u>November 12</u>	<u>November 19</u>
<u>December 10</u>	<u>December 17</u>
<u>January 14, 2020</u>	<u>January 28, 2020</u>

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

B. Approval of amendment to maintenance service agreement with JCI

AMENDMENT TO MAINTENANCE SERVICES AGREEMENT

THIS AMENDMENT TO THAT CERTAIN MAINTENANCE SERVICES AGREEMENT (“amendment”) is effective as of this 1st day of January 2019, by and between Johnson Controls, Inc. (hereinafter referred to as “JCI”) and Calcasieu Parish School Board (hereinafter referred to as “Customer”).

RECITALS

WHEREAS, on June 29, 2016, JCI and Customer entered into that certain Maintenance Services Agreement (the “Original Agreement”), whereby JCI provided Services Customer at various facilities and buildings owned by Customer (the “Premises”) for the term of the Agreement; and

WHEREAS, JCI and Customer have reconsidered certain aspects of the parties’ approach in the Agreement, as provided below.

NOW THEREFORE, in consideration of the mutual covenants agreements and conditions herein contained and for other and valuable consideration, the receipt and sufficiency is hereby acknowledged, Customer and JCI agree as follows:

Schedule A-Equipment Replacement Contingency Fund (Fund): Add the following

“Barbe High School Chiller Replacement- A single appropriation of \$375,094 will be placed in the contingency fund for the replacement of two (2) chillers and a refrigerant leak monitor. This work shall be performed in calendar year 2019 and adhere to all requirements and guidelines in the Master Service Agreement Schedule A and said paragraph.

January 15, 2019

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

C. Approval to negotiate purchase of property across from Sulphur High School/Riverboat Funds

To: Board Members
From: Wilfred Bourne

Recently, staff was contacted by the owner of a property located at 308 Pine Street, west across the street from Sulphur High School, in regards to the possibility of purchasing the property. The property is located adjacent to the campus and to the property at 311 Pine Street, that was previously approved for purchase and would be used for future expansion once cleared. Staff is requesting permission to negotiate and extend a purchase offer to the owner, not to exceed appraisal value. Value range is estimated at \$100,000 to \$150,000. Property would be purchased with Riverboat Funds. Staff recommendation: Authorize staff to negotiate and extend a purchase offer to property owner, not to exceed appraisal value, and if accepted, to initiate purchase proceedings and authorize president to sign all necessary documents.

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

PERMISSION TO ADVERTISE

Mr. Hardesty read the following items:

A. St. John Elementary New Gymnatorium/\$50 million allocation

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

B. Cafeteria Large Equipment, District 31 Bond Funds/Ralph Wilson, JD Clifton, Pearl Watson, JJ Johnson

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

C. Phase 2, Washington-Marion High School/new 2 classroom wing, restroom renovations, new hydronic piping/District 31 Bond Funds

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

January 15, 2019

BID REPORTS

Mr. Hardesty read the following items:

A. J.J. Johnson Elementary School, Phase I Renovations, SD #31 Bond Funds, Bid #2019-05PC

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

DATE: January 09,2019

DESCRIPTION:

JJ Johnson Elementary School - Phase 1 Renovations

FUNDS: SD # 31 Bond Funds

BID NUMBER: 2019-05PC

DESIGNER: Griggs, Mitchell & Associates

CONTRACTOR	BASE BID
Pat Williams Construction	\$876,000.00
Brass Construction	no bid
R.E. Washington	no bid
Construct Connect	no bid
Central Auction House	no bid

The Committee recommends award of the contract to:

Pat Williams Construction

(Base Bid) in the amount of:

January 15, 2019

Eight Hundred Seventy Six Thousand Dollars and no/100

as the lowest qualified bidder meeting specifications.

Mr. Hardy offered a motion to approve, seconded by Mrs. Gay. Mrs. Gay asked to defer this item until the next Board meeting, with a motion to postpone, seconded by Mr. Hardy. The motion to postpone passed on a roll call vote, 10 to 5:

Yes: Mr. Natali, Mr. Hardy, Mrs. Gay, Mr. Hayes, Mr. Tarver, Mr. Hardesty, Mr. Smith, Mr. Bujard, Mr. Castille, Mr. Wallace

No: Mrs. Ballard, Mr. Roberts, Mr. Dellafosse, Mr. Breaux, Mr. Duhon

B. Combre-Fondel Elementary Improvements, Phase II, SD #31 Bond Funds, Bid#2019-01PC

DESCRIPTION: Combre-Fondel Elementary Improvements - Phase 2

FUNDS: SD # 31 Bond Funds

BID NUMBER: 2019-01PC

DESIGNER: Moss Architect , Inc.

CONTRACTOR	BASE BID	ALT. #1
John D. Myers	\$ 2,269,000.00	\$ 82,300.00
Gunter Construction	\$ 2,312,000.00	\$ 81,200.00
Kraus Construction	No Bid	
Keiland Construction	\$ 2,439,000.00	\$ 79,000.00
Pat Williams Construction	\$ 2,430,000.00	\$ 80,000.00
Shannon Smith Construction	\$ 2,390,000.00	\$ 78,000.00
Central Auction House	No Bid	

The Committee recommends award of the contract to:

John D. Myers & Associates

January 15, 2019

BASE BID AND ALTERNATE 1 & 2 IN THE AMOUNT OF: \$ 2,351,300.00

Two Million Three Hundred Fifty One Thousand Three Hundred Dollars and No/100

as the lowest qualified bidder meeting specifications.

DESCRIPTION OF ALTERNATE:

Provide New Playground Equipment and Rubber Playground Surfacing at Existing Concrete Play Court

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

C. Barbe Elementary Improvements/Bid #2019-04PC/\$50 million allocation

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

DATE: November 13, 2018

DESCRIPTION:

Barbe Elementary Upgrades

FUNDS: 50 Million Allocation

BID NUMBER: 2019-04 PC

DESIGNER: Brossett Architect LLC

CONTRACTOR	BASE BID
Gunter Construction Inc.	\$285,000.00
K & J Development of SWLA, LLC	\$243,000.00
John D. Myers & Associates Inc.	\$256,600.00
Central Auction House	No Bid

January 15, 2019

The Committee recommends award of the contract to:

K & J Construction of SWLA, LLC

(Base Bid) in the amount of:

Two Hundred Forty - Three Thousand Dollars and No/100

as the lowest qualified bidder meeting specifications.

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

CORRESPONDENCE

Mr. Hardesty read the following items:

A. Change Order Number Two (2) for the Project, “Sam Houston High School/New Gymnasium and Band Building,” Sales Tax District 3, Champeaux, Evans, Hotard, APAC, Architect; Pat Williams Construction, LLC., Contractor; *Increase* of fifty-three (53) days.

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

B. Change Order Number Three (3) for the Project, “DeQuincy High School Auditorium Roof Replacement,” Champeaux, Evans, Hotard, APAC, Architect; Pat Williams Construction, LLC., Contractor; *Increase* of twenty-five (25) days.

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

C. Change Order Number Fourteen (14) for the Project, “Classroom Pods, Phase X,” Champeaux, Evans, Hotard, APAC, Architect; Miller & Associates Development Co., Inc., Contractor; *Increase* of \$71,449.19 and *Increase* of twenty- one (21) days.

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

D, Recommendation of Acceptance for the DeQuincy High School Auditorium Roof Replacement.

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

January 15, 2019

CONDOLENCE/RECOGNITION

Mr. Breaux congratulated the two new Board Members.

Mr. Roberts congratulated Lauren LeBato, a teacher at Barbe High School, for being named to the Teacher Advisory Board at the National Constitution Center in Philadelphia. He also congratulated the Barbe Blue Belles for winning a recent 2019 Kick Champion contest.

Mr. Wallace and Mr. Dellafosse asked for a letter of condolence to Carmen Dorsey at the loss of her child, Jaylen Isaiah Dorsey.

Mr. Hardy asked for a letter of condolence to the family of Mr. Clarence Hardy and to the family of Mrs. Geneva Laws.

Mr. Hayes asked for a letter of condolence to former Mayor Randy Roach, at the loss of his mother.

Mr. Dellafosse asked for a letter of condolence to the family of Pastor Charles Robertson.

Mr. Castille asked for a letter of condolence to the family of Darla Killebrew.

SCHEDULE COMMITTEES

January 29, 2019.....Budget Committee, 5:00 p.m.
January 29, 2019.....C&I Committee (to follow)

ADJOURN MEETING

On a motion to adjourn by Mr. Dellafosse and a second by Mr. Breaux, the meeting was adjourned 5:46 p.m.

Damon Hardesty, President

Karl Bruchhaus, Secretary

An Exceptional Approach

NISL's Executive Development Program emphasizes the role of principals as strategic thinkers, instructional leaders, and creators of a just, fair and caring culture in which all students meet high standards. It ensures that school leaders have the knowledge, skills, and tools to effectively set direction for teachers, support their staff in improving instructional practices, and design a high-performing school organization that is rooted in professional learning. The program combines best practices in teaching and learning, subject-area content knowledge, and leadership knowledge and practices, including:

Leadership knowledge and skills: Strategic thinking; strong school culture and team building; data driven organization; importance of systems; turnaround leadership competencies.

Best practices in teaching and learning: Coaching and teacher supervision; use of standards-based classrooms; formative assessment; instructional teams; compelling school vision; differentiated instruction; and professional learning communities.

Subject-area knowledge: Creating excellent school-wide programs in English language arts, mathematics and science; identifying and coaching towards strong instruction in the content areas.

Best practices for delivery of adult curriculum: 360° assessments; cohort-based; job-embedded learning; simulations; case studies; group discussion; and extended period of study.

Through our train-the-trainer model, districts can deliver the program in-house, minimizing costs and maximizing the impact on instructional leadership in the district. This approach has [proven results](#) in preparing top-flight instructional leaders.

Best Practices in Adult Learning

- The NISL program builds in best practices from the leading research on adult pedagogy, including:
- Direct instruction with highly interactive methods, such as Socratic questioning, group discussions, roleplaying, video case studies and technology-assisted simulations
- Sustained, job-embedded learning, with smaller doses of training over an extended period of time, allowing for application and review bridging the acquisition of new learnings.
- Action Learning Projects that empower practicing principals to take on the real challenges they face in their buildings
- A Professional Learning Community that fosters powerful peer-to-peer interactions in a safe environment—a network of support that often continues long after the training is complete.

NISL Participants Calcasieu Parish School Board

[illegible]

**MINUTES
CURRICULUM & INSTRUCTION COMMITTEE MEETING
January 29, 2019**

The Calcasieu Parish School Board Curriculum and Instruction Committee met Tuesday, January 29, 2019 in the Board Room, 3310 Broad Street, Lake Charles, Louisiana.

Committee Members Present: Annette Ballard; Chair, John Duhon; Vice Chair, Eric Tarver, Alvin Smith, Dean Roberts, Damon Hardesty, Bliss Bujard and Fred Hardy.

Other Board Members Present: Mack Dellafosse, Ron Hayes, Glenda Gay, Russell Castille, Billy Breaux, and Desmond Wallace.

Board Members Absent: Aaron Natali,

The C&I Committee Meeting was called to order at 5:00 pm by Annette Ballard, Chairman. A quorum was present. The prayer and the pledge of allegiance was led by Mr. Wallace.

Tommy Campbell, Chief Academic Officer, presented the Board with the proposed 2019-2020 District School Calendar. The proposed calendar included 182 teacher workdays, nine of which were teacher PD days, 172.5 instructional days, and four emergency days.

A motion was made by Mr. Breaux and seconded by Mr. Duhon to accept the recommendation to approve the proposal for the 2019-2020 District School Calendar.

There being no further business to discuss, Mrs. Ballard requested a motion to adjourn at 5:03 p.m. which was made by Mr. Breaux and seconded by Mr. Tarver.

Tommy Campbell
Secretary

**MINUTES
BUDGET/FISCAL MANAGEMENT COMMITTEE MEETING
January 29, 2019**

The Calcasieu Parish School Board Budget/Fiscal Management Committee met, Tuesday, January 29, 2019, in the Board Room, 3310 Broad Street, Lake Charles, Louisiana. A quorum was present.

Mr. Roberts called the meeting to order at 5:04 p.m. and Mr. Bourne called roll.

Present: Dean Roberts - Chairman, Russell Castille - Vice Chairman, committee members Annette Ballard, Mack Dellafosse, John Duhon, Glenda Gay, Damon Hardesty, Fred Hardy, Ron Hayes, Alvin Smith, Eric Tarver, Desmond Wallace and Secretary, Wilfred Bourne. Other Board members present were Billy Breaux and Bliss Bujard.

Mr. Bourne first presented an extensive review of the Comprehensive Annual Financial Report. The 2018 fiscal year had a General Fund surplus of \$2,920,973 after transfers and special items. The General Fund had a total ending fund balance of \$95,073,126 with \$41,832,315 unassigned. This includes the effects of the \$30,000,000 transfer to the 2017 All Districts Capital Projects Fund. Freddy Smith CPA, Partner, and Don McLean CPA, Audit Manager with Postlethwaite and Netterville, our external auditing firm, presented the audit results for the School Board's CAFR for the fiscal year ending June 30, 2018. The School Board received an unmodified, clean audit opinion with no findings.

The Comprehensive Annual Financial Report has been submitted to the Association of School Business Officials International and the Government Finance Officers Association for national awards. The report has received certificates of excellence in financial reporting from the Association of School Business Officials International for the past 35 years and certificates of achievement for excellence in financial reporting for the past 30 years from the Government Finance Officers Association.

On motion by Mr. Tarver, seconded by Mr. Breaux, the 2017-2018 Comprehensive Annual Financial Report, Single Audit Report, and Management Report, were approved as presented.

The next item presented was school audits. Mr. Foster, Internal Auditing Director, briefly discussed several school audits and recommended that the following audits be approved: Extended Day Programs & Athletic Event Field reviews for: W.T. Henning Elementary, Lebleu Settlement Elementary,

Westwood Elementary, and School Audits for E.K. Key Elementary, Sulphur High 9th Grade Campus, Washington Marion High, Westlake High, and St. John Elementary. Except for St. John, there were no significant deficiencies noted during the reviews. Internal Control Exception Reports ("ICER") were distributed to the related schools to address exceptions and ensure corrective action. St. John Elementary had significant deficiencies which were determined to not be the fault of the school for the lost financial documentation but that of the document storage company and the exception will not be included on the school audit.

On motion by Mr. Dellafosse, seconded by Mr. Hayes, the School Audits and Extended Day Programs and Athletic Event field reviews were approved as presented.

Mr. Bourne then gave a current update on the status of Pod Project 10. Eight Pods are completed and five are near completion. This was presented as information only and did not require any action.

Next Mr. Bourne presented information pertaining to the upcoming Pod Project 11. Currently Architect Brad Evans is designing five pods which include Moss Bluff Elementary, Moss Bluff Middle, Prien Lake Elementary, Fairview Elementary and Kaufman Elementary. Architect David Moss is designing the pod for Gillis Elementary. Advertisement and bidding on the projects is expected in mid to late spring. Financing of the project with the sale of excess revenue certificates is also expected to be completed in mid to late spring. This was presented as information only and did not require any action.

Mr. Bourne then discussed and answered questions for the fiscal year 2018 per pupil expenditure analysis for the General Fund. This was presented as information only and did not require any action.

The final item to be discussed was the surplus asset at 309 Cherry St., in Sulphur. The school board has no use for the house structure, therefore, staff is requesting that it be declared as surplus property and offered for sale and be moved at the cost of the buyer.

On a motion by Mr. Breau, and seconded by, Mr. Dellafosse, the house was declared surplus and to be sold.

There being no further business to discuss, on motion by Mr. Hardesty and seconded by Mr. Hayes the committee adjourned the meeting at 6:42 p.m.

Wilfred Bourne
Secretary

February 5, 2019

To:	Karl Bruchhaus, Superintendent Damon Hardesty, School Board President
From:	Michelle L. Joubert, Early Childhood Director
Subject:	Calcasieu Child Care Resource and Referral Services

Grant Title: Calcasieu Child Care Resource and Referral Services

Grant Source: State

Grant Amount: \$195,950.00

Schools: Calcasieu Parish Child Care Programs

Person Applying: Michelle L. Joubert – Early Childhood Director

Purpose: To ensure that more children are ready for kindergarten, a centralized location in Calcasieu Parish will continue to enhance high-quality teaching and early learning environment for children birth to 5. Louisiana has multiple Early Childhood programs serving birth to age five “at-risk” children that operate with public funds, such as Childcares, Head Start, Non-public School Early Childhood Development (NSECD) program and public-school pre-kindergarten programs. To ensure that more children are ready for kindergarten, the Early Childhood Care and Education Act of 2012 (Act 3) charged the State Board of Elementary and Secondary Education with unifying these programs into a high-quality system. The grant will continue to ensure technical assistance and coaching to childcare programs to improve interactions and instruction. The strategies being used to satisfy this mandate are:

1. Unify expectations for high quality teaching and early learning by observing teacher/child interactions with childcares
2. Support teachers and providers to reach expectations
3. Measure and recognize progress
4. Provide information and high-quality choices to families through the unified Coordinated Enrollment process mandated by Act 3

February 5, 2019

To:	Karl Bruchhaus, Superintendent Damon Hardesty, School Board President
From:	Michelle L. Joubert, Early Childhood Director
Subject:	Approval of grant award

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

Grant Source: Federal

Grant Amount: \$3,905,273.00

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

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.

Item 9.C.

A petition was received to name the Iowa High School Gymnasium after Mr. David Buller.

Mr. Buller was a graduate of Fenton High, Tarleton State University, and McNeese State University. He proudly served his country in the U.S. Army, where he received 3 Purple Hearts. He began his teaching and coaching career in Lometa, TX. He then came to Iowa High where he also taught and coached basketball and football. He became assistant principal and went on to become principal in December of 1989 and served as principal until January of 2007. In 1996 he was selected as Parish & Regional Principal of the Year. While principal, he served as president of the Louisiana High School Athletic Association for 3 terms. He then left Iowa High to serve as the Administrative Director of High Schools for Calcasieu Parish until his retirement.

As required by policy, the required number of signatures were requested and received and are available for viewing upon request.

Item 9.D.

A petition was received to name the Iowa High School basketball court after Mr. Asa “Joe” Foreman, who served the Iowa community as Head Coach of all sports from 1952-1956 . He was Head Basketball Coach from 1956-1969 and Principal from 1969 to 1984.

As required by policy, the required number of signatures were requested and received and are available for viewing upon request.



Memorandum

Date: 02-12-19
To: CPSB
From: Dr. Sheryl Abshire
Re: Bid Approval for E-Rate Yr. 22(19-20)

Technology Department is requesting for approval for E-Rate Yr. 22 (19-20) on the following bids:

322-NS, OWAP	Network Switches & Access Points	Proposals were received from Dell and IK Network Solutions	Bid awarded to Dell for lowest price meeting specifications
322-Data Wiring & Equipment Installation	Data Wiring & Equipment Installation	Proposals were received from General Informatics and National Networks	Bid awarded to National Networks for lowest price meeting specifications

Item 10.B.

BID REPORTS:

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

BID 2019-23 – CAFETERIA EQUIPMENT (DISTRICT 31 BOND) was opened on February 11, 2-10 @ 2 PM

BIDS WERE SENT TO THE FOLLOWING:

ALACK REFRIGERATION
ASSOCIATED FOOD EQUIPMENT
LAFAYETTE RESTAURANT
NOLA RESTAURANT SUPPLY
SW BAR NEEDS

BID RESULTS AS FOLLOWS:

**THIS BID OPENS MONDAY, FEBRUARY 11.
INFORMATION WILL BE AVAILABLE PRIOR
TO THE BOARD MEETING.**

BID REPORT

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

DATE: January 09,2019

DESCRIPTION:

JJ Johnson Elementary School - Phase 1 Renovations

FUNDS: SD # 31 Bond Funds

BID NUMBER: 2019-05PC

DESIGNER: Griggs, Mitchell & Associates

CONTRACTOR	BASE BID
Pat Williams Construction	\$876,000.00
Brass Construction	no bid
R.E. Washington	no bid
Construct Connect	no bid
Central Auction House	no bid

The Committee recommends award of the contract to:

Pat Williams Construction

(Base Bid) in the amount of:

Eight Hundred Seventy Six Thousand Dollars and no/100

as the lowest qualified bidder meeting specifications.

Items 11. A-E

**PERMISSION TO ADVERTISE
JANITORIAL SUPPLIES
CENTRAL WAREHOUSE
GENERAL FUNDS**

**FOOD & SUPPLIES
SCHOOL FOOD SERVICE DEPT
SCHOOL FOOD SERVICE FUNDS**

**COPY PAPER
CENTRAL WAREHOUSE
GENERAL FUNDS**

**SPRINKLER SYSTEM INSPECTIONS
MAINTENANCE DEPT
GENERAL FUNDS**

**RFP - UNIFORMS FOR CUSTODIAL & CAFETERIA PERSONNEL
GENERAL FUNDS**



REQUEST FOR PERMISSION TO ADVERTISE

Permission to advertise is requested for the following:

Description:

Restroom Improvements Sulphur High School

Funds: 2017 All Districts Capital Projects Fund

Designer:

Ellender Architect & Associates, LLC

Advertise: March 1st, 8th & 15th

Karl Bruchhaus, Secretary
Calcasieu Parish School Board

Cc: Bourne, Heath

Building Foundations for the Future



REQUEST FOR PERMISSION TO ADVERTISE

Permission to advertise is requested for the following:

Description:

Restroom Improvements E.K. Key Elementary School

Funds: 2017 All Districts Capital Projects Fund

Designer:

Ellender Architect & Associates, LLC

Advertise: March 1st, 8th & 15th

Karl Bruchhaus, Secretary
Calcasieu Parish School Board

Cc: Bourne, Heath

Building Foundations for the Future

Item 12.A.

CHANGE ORDER

Change Order No.: 15
Date: **February 1, 2019**
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>\$1,342,802.10</u>
Contract Sum Prior to this Change Order	\$14,837,802.10
Contract Sum will be increased by this Change Order	<u>\$114,990.36</u>
New Contract Sum Including this Change Order	\$14,952,792.46

Contract Time will be **increased** by: **10 days**
Revised Contract Completion Date: **June 24, 2020**

RECOMMENDED

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

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

By: 

Dated: 2/1/2019

ACCEPTED

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

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

By: 

Dated: 2-1-19

APPROVED

**Calcasieu Parish
School Board
(OWNER)**

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

By: _____

Dated: _____



Date: **February 1, 2019**

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. 15 – Recap

www.champeaux.biz

Change Order Request No. 86

Bell City High School – Modifications to exterior walkways and canopies connecting the new pod to the existing pod and existing campus walkways, in anticipation of a future pod, and to avoid existing sewer and water lined serving the gymnasium; drainage improvements along the existing main walkway and between the existing pod and ag shop to address existing drainage issues, and accommodate the new pod walkway, per drawings prepared by CEH.

Amount Requested: **ADD \$146,639.93**
Days Requested: **ADD 7 days**

Change Order Request No. 87

Bell City High School – Modifications to exterior walkways and canopies connecting the new pod to the existing pod and existing campus walkways, in anticipation of a future pod, and to avoid existing sewer and water lined serving the gymnasium; drainage improvements along the existing main walkway and between the existing pod and ag shop to address existing drainage issues, and accommodate the new pod walkway, per drawings prepared by CEH.

Amount Requested: **DEDUCT (\$31,649.57)**
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 Recommended</u>
December, 2018	11 days	(8 days)	3 days
		Days Requested:	ADD 3 days

Calcasieu Parish School Board
Classroom Pods - Phase X
Change Order No.15 - Recap
CEH Project # 1715
February 1, 2019
Page 2 of 2

Total Contract Amount modification recommended
for Change Order No. 15

ADD \$114,990.36

Total Contract Time modification recommended
for Change Order No. 15

ADD 10 days

CHANGE ORDER

Change Order No: TwoDate: January 16, 2019

Project: Gillis Elementary
Improvements - Phase I
Bid No. 2018-07PC

Project No: MA1707To: Calcasieu Parish School Board

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

The Original Contract Sum \$3,458,000.00Net Change by Previous Change Orders \$39,819.39Contract Sum Prior to this Change Order \$3,497,819.39Contract Sum will be increased by this change order: \$37,328.01New Contract Sum including this Change Order \$3,535,147.40Contract Time will be increased by this change order: 21 DaysRevised Contract Completion Date February 28, 2019

RECOMMENDED

Moss Architects, Inc.
(Designer)

3221 Ryan Street, Ste B
Lake Charles, LA 70601

By: Date: 2/5/19

ACCEPTED

Keiland Construction, LLC
(Contractor)

600 Bayou Pines East, Ste G
Lake Charles, LA 70601

By: Date: 2/5/19

APPROVED

Calcasieu Parish School Board
(Owner)

3310 Broad St.
Lake Charles, LA 70615

By: _____

Date: _____

PROPOSED CHANGE ORDER ITEMS

Date: January 16, 2018

Project: Gillis Elementary
Bid No. 2018-07PC

Project #: MA1707

Change Order #: Two

- 1) Reroute and upsize water line to the north of the Gym so it will be accessible for future development of campus. **Add:** \$4,143.00
- 2) Add electronic hardware to new entry doors as requested by Owner.. **Add:** \$7,214.00
- 3) Provide new metal wall panel material so existing panel on Library Building will match new wall panel on Admin Building as requested by Owner. **Add:** \$5,231.81
- 4) Relocate playground equipment, remove tree, and cut in drainage swale as requested by Owner. **Add:** \$6,519.00
- 5) Add concrete paving at the Admin entrance as requested by Owner. **Add:** \$7,984.50
- 6) Add concrete walkway (420 sf) at the east side exit from the Gym as requested by Owner. **Add:** \$6,235.70
- 7) Increase in Contract Time for inclement weather days and additional scope of work. **Add Days:** 21

Total Amount Added This Change Order: \$37,328.01

Total Days Added This Change Order: 21

NAME	POSITION	LOCATION	DATES	ADDITIONAL INFO
RESIGNATION				
Laken Billiot	Paraprofessional	Nelson Elementary	01/23/19	Personal reasons
Marie Valyan	Cafeteria Technician	LaGrange High	01/14/19	Accepted other employment
Helenthia Thierry	Paraprofessional	Molo Middle	01/24/19	Personal reasons
Sytania Racca	Bus Driver	Henry Heights Elementary	01/21/19	Accepted other employment
Rhea Daville	Speech Therapist	Speech Department	01/24/19	Personal reasons
Sabrina Meche	Teacher	College Oaks Elementary	01/23/19	Accepted employment with another school district
Christen Waldrop	Teacher	Washington Marion High	01/15/19	Accepted employment with another school district
DeCarlos Holmes	Teacher/Coach	Washington Marion High	01/15/19	Accepted employment with another school district
Adam Tremblay	Teacher	Sam Houston High	01/08/19	Accepted other employment
Molly Reed	Teacher	Henry Heights Elementary	01/11/19	Personal reasons
Renee Murray	Cafeteria Technician	Moss Bluff Middle	01/31/19	Personal reasons
Amberly Wilson	Teacher	J.J. Johnson Elementary	01/07/19	Personal reasons
Heather Burton	Teacher	Special Services	01/07/19	Personal reasons
RETIRE REHIRE RESIGNATION				
Daisy Harris Barber	Teacher	Oak Park Middle	01/25/19	
Aaron Andrepont	Teacher	Sulphur High	05/24/19	
RETIREMENT				
Adrienne Oakley	Librarian	Iowa Middle	05/24/19	
Gerry Blalock	Teacher	LCB Academy	04/30/19	
Nancy Vickers	Teacher	Washington Marion High	01/18/19	
Tavie Bult	Teacher	RISE	02/21/19	
Patricia Love	Teacher	W.W. Lewis Middle	05/24/19	

Stephanie Rhodes	Teacher	Nelson Elementary	01/18/19	
Rachel Gay Talbot	Clerk	Iowa High	05/24/19	
Joyce Fontenot	Paraprofessional	Pearl Watson Elementary	01/21/19	
Ernestine Duhon	Teacher	Oak Park Elementary	05/24/19	
Elizabeth Greenlee	Teacher	Pearl Watson Elementary	05/24/19	
Jonnie Smith	Bus Driver	Vinton High	01/31/19	
Layton Hebert	Computer Technician	Technology Department	01/21/19	
Joyce Francis	Bus Aide	LaGrange High	01/31/19	
Perry Miles	Custodian	Technology Department	03/31/19	
Erika Murray	Teacher	Moss Bluff Elementary	05/24/19	
Tommy Campbell	Chief Academic Officer	Curriculum & Instruction	03/31/19	
MATERNITY LEAVE				
			Due Date:	
Rossina Lantigua-Lacassin	Teacher	Fairview Elementary	2/11/19 - 4/29/19	3/7/19 [B]
Alicia Wilson	Teacher	Barbe High	5/9/19 - 5/24/19	5/9/19 [A]
Katelyn Himel	Teacher	S.P. Arnett Middle	2/26/19 - 4/29/19	2/26/19 [B]
Khaleelah Ross	Paraprofessional	J.F. Kennedy Head Start	2/11/19 - 4/8/19	2/5/19 [C]
Katherine Kershaw	Teacher	Maplewood Middle	3/11/19 - 5/24/19	3/22/19 [B]
Kira Darbonne	Bus Driver	Iowa High	1/22/19 - 5/24/19	2/15/19 [B]
Courtney Dupuis	Teacher	J.I. Watson	2/11/19 - 5/24/19	2/17/19 [B]
Hannah Berryhill	Teacher	W.T. Henning Elementary	2/25/19 - 4/29/19	2/24/19 [B]
Lauren Pitre	Teacher	W.T. Henning Elementary	4/1/19 - 5/24/19	4/10/19 [B]
Ikeiala Bell	Paraprofessional	Fairview Elementary	1/22/19 - 3/8/19	1/22/19 [B]
Sarah Dupre	Teacher	Vinton Elementary	3/1/19 - 4/15/19	3/1/19 [B]

LEAVE WITHOUT PAY				
Lucretia Clark	Teacher	J.J. Johnson Elementary	1/26/19 - 2/28/19	
Merissa Simonet	Cafeteria Manager	Brenda Hunter	1/31/19 - 3/29/19	
Sheila Harrison	Lab Manager	Combre-Fondel	1/28/19 - 5/19/18	
Dorothy Higginbotham	Cafeteria Technician	Gillis Elementary	4/19/18 - 5/25/18	Rescind effective 1/14/19
Maureen Hardy	Paraprofessional	Positive Connections	11/14/18 - 5/24/19	Rescind effective 1/7/19
MEDICAL SABBATICAL				
Christy Page	Teacher	Westwood Elementary	Spring 18-19	
Sherry Dattola	Teacher	Vinton Middle	Spring 18-19	Beginning 1/1/19
Rhonda Ney	Teacher	Moss Bluff Middle	Spring 18-19	Beginning 1/8/19
Carol Trombly	Teacher	E.K. Key Elementary	Spring 18-19	
Melisa Hutchinson	Teacher	W.W. Lewis Middle	Spring 18-19	Beginning 1/14/19
Leon Senegar	Teacher	LaGrange High	Spring 18-19	

APPROVED 1/25/19

