

# **May 14, 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, May 14, at 5:00 p.m.

The meeting was called to order by Damon Hardesty, President. The prayer was led by Desmond Wallace. The Pledge of Allegiance was led by Emily Hardy, a student at Iowa High School.

## **ROLL CALL**

The roll was called by Superintendent Bruchhaus and the following members were present: Russell Castille, Alvin Smith, Bliss Bujard, Glenda Gay, Fred Hardy, Annette Ballard, Ron Hayes, Mack Dellafosse, Damon Hardesty, and Desmond Wallace.

Mr. Tarver, Mr. Breaux, Mr. Roberts, and Mr. Duhon were absent. Mr. Natali arrived after the roll was called.

On a motion by Mr. Hayes and seconded by Mrs. Ballard, Item 10.F. was moved to follow Approval of Minutes and listed as Item 4.B. On a vote, the motion passed unanimously.

### **10.F. Approval of Resolution Promulgating District 23 Election Results**

Mr. Jay Delafield read the election results and introduced Matthew Kern and Lauren De Witt. On a motion to approve by Mrs. Ballard and a second by Mr. Hardy, the motion carried on a unanimous vote. This item will be published in the Lake Charles American Press on Saturday, May 25, 2019.

## **APPROVAL OF MINUTES**

On a motion to approve by Mr. Dellafosse and a second by Mr. Hayes, the Minutes of the CPSB Meeting of April 9, 2019 were approved on a vote.

## **PRESENTATIONS**

A. 2018-2019 1000+ Points/Accelerated Reader students/Beth Ferguson, Library Consultant

Kayla Roy, Bell City High School  
Aiden Bertrand, Iowa Middle School

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Matthew Riley, T.S. Cooley Elementary School

## **B. 2018-2019 Calcasieu Parish Librarians of the Year/Beth Ferguson, Library Consultant**

Elementary: Kristi Fontenot (Cypress Cove Elementary) and Jeni Anderson (Frasch Elementary)  
Middle: Hope Myers (Maplewood Middle) and District Over-All Librarian of the Year  
High: Kayla Little (Barbe High)

## **C. 2018-2019 Calcasieu Parish Students of the Year/Dr. Jill Portie/Administrative Director, Elementary Schools**

Elementary: Kathryn Armentor, Runner-Up, LeBleu Settlement Elementary  
Brenna Bernhardt, District Winner, Regional Winner, State Finalist, T.S. Cooley Elementary

Middle: Jordan Murray, Runner-Up, F.K. White Middle  
Jacob St. Mary, Parish Winner, S.J. Welsh Middle

High: Hannah Zimmerman, Runner-Up, Sam Houston High  
David Spicer, District Winner, Regional Winner, State Finalist, Sulphur High School

## **D. 2018-2019 Calcasieu Parish Teachers of the Year/Owen Clanton, Administrative Director, Middle Schools**

Elementary: Tiffani Carlin, Brentwood Elementary  
Middle: Lacey Blocker, Maplewood Middle (Top 20 State Finalist)  
High: Hope Berry, Bell City High

## **E. 2018-2019 Calcasieu Parish Principals of the Year/Robert Pete, Administrative Director, High Schools**

Elementary: Willona Jackson, College Oaks Elementary  
Middle: Max Caldarrera, S.P. Arnett Middle  
High: Richard "Scott" Nunez, Bell City High School

## **F. 2018-2019 Calcasieu Parish Counselors of the Year/Tony McCardle/Director, Career and Technical Education**

Elementary: Aimee Hamblen, St. John Elementary  
Middle: Vickie Wynn, W.W. Lewis Middle  
High: Julie Doland, Bell City High (District Over-All Winner)

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## SUPERINTENDENT'S REPORT

Mr. Bruchhaus gave the following report:

1. All Board Members have received the April Head Start Report.

### **Program Governance**

- Policy Council meeting was held on April 15, 2019. The following items were approved:
  - ✓ March 18<sup>th</sup> Policy Council Minutes
  - ✓ March's Director's Report
  - ✓ March's Attendance Report
  - ✓ March's Financial Report
  - ✓ Approval of healthy vending machines at Brenda Hunter
  - ✓ Approval of 2019 Head Start Self-Assessment results
  - ✓ Approval of Head Start Administrative Director's salary
- 2019-2020 Head Start Continuation Grant was submitted to the Office of Head Start.
- Staff and parents attended the National Head Start Conference in San Antonio, Texas.

### **Program Operations**

- Enrollment – 441 (Slots are available due to lack of eligible applicants at this time.)

2. All Board Members have received the April, 2019, Population Report.

3. I would like to report our current sales tax numbers for our general fund which show April, 2019, collections at \$474,258 or 3.1% below budget for the 10th month of the 2018-2019 school year.

Collections are \$3,932,716 or 21% below collections for the same month last year.

Collections for the 2018-2019 year after 10 months are \$13,184,285 or 10% over budget and \$27,603,903 or 16% under the same time period last year.

4. Please be reminded that your Personal Financial Disclosure Statement is due tomorrow, May 15. You can fax in your paperwork to the Louisiana Board of Ethics and we will be glad to help you with that.

5. We received notification from LSBA regarding the approved required training hours for 2018. I'm pleased to announce that all CPSB Members received the required hours for 2018 and we hope for same for 2019.

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6. Each year the State of Louisiana issues determination results summarizing each district's performance on many indicators that measure outcomes for students with disabilities. We are proud to say that our district grew this year to a total performance of 92.3%, up from 82.1%, earning 36 out of 39 possible points, up from 32 of 39. We want to thank Dr. Washington and her entire team in the Special Services Department for their daily efforts to make students successful in Calcasieu Parish.

## **INNOVATION PRESENTATIONS**

**A. School of Innovation: LaGrange High School/Implementation of 4X1 block scheduling, school-wide co-teaching, and SPS targeted RTI**

Principal Sam Baynes and Assistant Principal Shanice Williams presented the idea and asked for Board approval of the changes for the 2019-2020 school year. On a motion to approve by Mrs. Ballard and a second by Mr. Dellafosse, the motion carried on a unanimous vote.

## **COMMITTEE REPORTS**

**A. A&P Committee/April 30, 2019/Eric Tarver, *Chair***

### **At the absence of Mr. Tarver, Mr. Hardy gave the following report:**

The Calcasieu Parish School Board Administration and Personnel Committee met Tuesday, April 30, 2019 in the Board Room at 3310 Broad Street, Lake Charles, Louisiana. A quorum was present.

Mr. Tarver called the meeting to order at 8:15 p.m. immediately following the Curriculum and Instruction meeting.

Committee members present: Eric Tarver, Fred Hardy, Russell Castille, Desmond Wallace, Mack Dellafosse, Alvin Smith, Dean Roberts, and Aaron Natali.

Non-committee members present: Ron Hayes and Damon Hardesty

Committee members absent: Bliss Bujard, John Duhon, and Annette Ballard

Non-committee members absent: Billy Breaux and Glenda Gay

Because of the development of the Savannah Lakes Subdivision, Agenda item #1 dealing with a proposal for the Zoning of Oak Park and FK White Middle Schools was presented.

Mr. Barrentine read the proposal as follows:

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Oak Park Middle South Boundary defined - the north side of Arkansas projected eastward to the north end of Savannah Lakes Subdivision; south to just north of Prejean Drive; east 5<sup>th</sup> Ave; north to the north end of Savannah Lakes Subdivision; this point projected east to Gerstner Memorial/Hwy. 14

FK White Middle North Boundary defined – the south side of Arkansas projected east to the north end of Savannah Lakes Subdivision; south to just north of Prejean Drive; east to 5<sup>th</sup> Ave; north to the north end of Savannah Lakes Subdivision; east projected to Gerstner Memorial/Hwy 14; the west side of Gerstner Memorial/Hwy 14 south to E. McNeese Street; the south side of E. McNeese projected east to Ward Line Rd.

Questions were fielded by Mr. Barrentine and Mr. Bruchhaus. The Savannah Lakes Subdivision consist of approximately 12 new homes, in essence, those students involved would attend Oak Park Middle. A motion was made by Mr. Dellafosse and seconded by Mr. Hayes to accept the proposal. The proposed zoning plan was passed unanimously.

**On behalf of the committee, Mr. Hardy offered a motion to approve the staff recommendation. A second was not needed and the motion carried on a unanimous vote.**

Next, the February 2019 Zoning Descriptions Booklet was presented to the committee for approval. A motion to accept was made by Mr. Dellafosse and seconded by Mr. Hardesty. The motion was passed unanimously.

**On behalf of the committee, Mr. Hardy offered a motion to approve the staff recommendation. A second was not needed and the motion carried on a unanimous vote.**

The third item on the agenda was the SNP-ODR Agreement. During the July 10, 2018 CPSB board meeting, The Unpaid Meal Charge Policy (section EEA) found in the section labeled “Notifying the Household of Negative Balances” was approved. The new policy states that all unpaid negative balances will be turned over to a collection agency at the end of each school year for the purposes of efficient collection of outstanding debts owed to CPSB.

The Office of Debt Recovery (ODR) was created by legislature June 17, 2013 upon the passing of Act 399. ODR is authorized to collect delinquent debt owed to the state of Louisiana. This service would be of no charge to our district, it is our hopes our unpaid meal charge debt would soon be eradicated. A few questions were asked and answered by Jacqueline Richard, Director,

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School Food Service. After discussion, upon a motion to accept by Mr. Dellafosse and second by Mr. Hayes the motion was passed unanimously.

**On behalf of the committee, Mr. Hardy offered a motion to approve the staff recommendation. A second was not needed and the motion carried on a unanimous vote.**

Agenda item 4 deals with a proposal for Specialty Route rates for Transportation. Mrs. Mary Fontenot explained how this proposal would entice drivers to choose these challenging, or problematic routes that may otherwise go without a driver. Problematic routes range from number of students being serviced to behavioral concerns, language barriers, health issues etc. This proposition requires a supplemental pay fee of \$12.50 for AM and \$12.50 for PM routes to a bus driver for specialty routes as defined by the criteria listed within the proposal. The Director of Transportation may recommend routes for specialty classification to be approved by the Chief Operating Officer. A motion to accept the Route rates was made by Mr. Dellafosse and seconded by Mr. Hardy. The motion passed unanimously.

**On behalf of the committee, Mr. Hardy offered a motion to approve the staff recommendation. A second was not needed and the motion carried on a unanimous vote.**

Agenda item #5 Change language in GBDA-AP

GBDA-AP for Bus Operator Hiring Procedures - To increase the frequency of postings for new/vacant routes and create opportunities for bus operators, a proposal is being made to decrease the number of working days drivers may submit intent for consideration of a new or vacant route from fourteen 14 days to ten 10 working days.

After brief discussion, a motion was made by Mr. Dellafosse and seconded by Mr. Hayes to accept the procedural changes. The motion was passed unanimously.

**On behalf of the committee, Mr. Hardy offered a motion to approve the staff recommendation. A second was not needed and the motion carried on a unanimous vote.**

Agenda item #6 Change language in policy GBD-AP

GBD-AP – Staff Hiring – Administrative Procedures Phase I

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In the A&P Committee meeting on February 26, 2019, the language in the policy was modified to include current job titles and updated to match on-line application requirements. This proposal is to update the rating form to coincide with the new online application portal. A motion was made by Mr. Dellafosse and seconded by Mr. Hayes to continue streamlining processes. The motion was passed unanimously.

**On behalf of the committee, Mr. Hardy offered a motion to approve the staff recommendation. A second was not needed and the motion carried on a unanimous vote.**

Finally, agenda item #7 was the 5-Day Principal Initiative.

A CPSB principal currently works 202 days, August 1 to June 15. The demands of summer trainings and other required duties that occur during the last two weeks of June and the month of July, principals have expressed a concern that their pay is diluted. The following option came about to help offset the working demands:

- 5 additional days to be worked outside of the standard 202 calendar days.
- Payment at daily rate as supplemental pay with prior approval and confirmation through Administrative Director.
- Unused days do not carry over from year to year.

Questions were asked by the Committee members and there was one blue card. A motion to have a roll call vote on the initiative was made by Mr. Dellafosse and seconded by Mr. Hardy. The roll call vote motion passed unanimously. After the roll call vote, the initiative failed 6 to 4.

There being no further business to discuss, Mr. Tarver requested a motion to adjourn at 8:59 PM which was made by Mr. Dellafosse and seconded by Mr. Hayes. The motion passed unanimously.

Blue Card:  
Terry Johnson  
Calcasieu Federation of Teachers

**B. C&I Committee/April 30, 2019/Annette Ballard/Chair**

**Mrs. Ballard gave the following report:**

The Calcasieu Parish School Board Curriculum and Instruction Committee met Tuesday, April 30, 2019 in the Board Room, 3310 Broad Street, Lake Charles, Louisiana.

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

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

Absent: John Duhon and Bliss Bujard

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

Damon Hardesty made a motion to amend the agenda by adding an additional item to #10. Permission to add Classroom Innovation and was seconded by Mack Dellafosse.

Dr. Shannon LaFargue, Chief Academic Officer, presented the Board with **Presentation of A Direction**. Dr. LaFargue discussed his meeting with the C & I department where he presented the department with his vision and a direction for moving forward.

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

Next, Dr. Shannon LaFargue presented **RIP IT Sessions**. Dr. LaFargue discussed that he conducted 48 one-on-one (RIP IT) sessions with every member of the C & I Department. In these sessions, staff presented their own conceptual framework of their role in the systems approach to the organization.

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

Then, Dr. Shannon LaFargue presented **Departments, Schools, Classrooms of Innovation**. Explanation, Applications and Approvals. Dr. LaFargue discussed the following:

It is imperative that we establish a system or process in which our employees become empowered to pursue and showcase emergent attitudes of creativity and innovation! Several states, including Texas, have in place what is called Districts of Innovation. These state education agencies have become interested in shifting their roles from enforcing compliance to one of supporting innovation and



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building capacity in districts that are working to spur new innovative instructional models. In these states, the district's request a waiver from outdated state policies and regulations that communities have identified as a barrier to high-quality student learning. Louisiana, however, does not have this process for districts in place. Our staff believes that this fact should not be a deterrent for providing our departments, schools, and teachers with a system that fosters emergence, thus creating an environment in which the CPSB system truly delivers A WORLD CLASS EDUCATION! Our staff acknowledges that there are non-negotiables that must be adhered to and we are not encouraging non-compliance regarding state regulations and law. But, what we are recommending is that our departments, schools, and classrooms be allowed to request waivers from the local Board and from school administrators where applicable. In essence, we believe if we can FLEX certain inhibitors, we can create zones of experimentation, leading to new approaches to engage our students and increase performance! In instances where a policy is not a deterrent, and only the limitation of our own imagination, we are recommending a venue such as committee meetings and full school board meetings to recognize our gifted and talented minds in our workforce who take ownership of the pursuit of delivering a World Class Education.

A motion was made by Mack Dellafosse and seconded by Eric Tarver to accept the concept of Departments, Schools, Classrooms of Innovation. The motion was voted on and passed.

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

Next, Dr. Shannon LaFargue presented **Department of Innovation – Curriculum and Instruction**. Pilot Program – Instructional devices for formative assessment.

Dr. LaFargue discussed the rationale of the need to use personal instructional devices to complete formative assessments in the classroom. The board members participated in an activity, so they could see how the process would work.

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A motion was made by Damon Hardesty and seconded by Eric Tarver to accept Department of Innovation – Curriculum and Instruction - Instructional devices for formative assessment. The motion was voted on and passed.

Then, Dr. Shannon LaFargue presented **Department of Innovation**. Curriculum and Instruction and Technology Department: STREAMing Marketplace.

Kim Leblanc and Lisa Mullett from the Technology Department demonstrated how the Marketplace of videos would be beneficial to all educational stakeholders in the district.

A motion was made by Eric Tarver and seconded by Damon Hardesty to accept Department of Innovation – STREAMing Marketplace. The motion was voted on and passed.

Next agenda item presented was **Department of Innovation and School of Innovation** – Library Services and Sam Houston High School.

Beth Ferguson discussed the rationale of placing QR codes in school so that students can access crisis ebooks.

A motion was made by Eric Tarver and seconded by Ron Hayes to accept Department of Innovation and School of Innovation – Library Services and Sam Houston High School. The motion was voted on and passed.

Next agenda item presented was **Classroom of Innovation** – Lori Benoit – Gifted ELA Classroom of Innovation – Socratic Circle and use of Personal Instructional device.

Lori Benoit showed the board how students can use their personal instructional device to perform the Socratic Circle Activity in class.

A motion was made by Ron Hayes and seconded by Eric Tarver to accept Classroom of Innovation – Socratic Circles & Instructional Devices. The motion was voted on and passed.

Then, Dr. Shannon LaFargue presented **Classroom of Innovation and School Innovation** – Leslie Gurley – AP Human Geography teacher at LCB/Sam Houston – Streamed to Starks High School.

Leslie Gurley discussed with the board how she is going to deliver instruction via Streaming video to Starks High School from her class that she is teaching at Sam Houston High School. Mr. Carey Smith discussed how this type of innovation will benefit his students at Starks.

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A motion was made by Eric Tarver and seconded by Alvin Smith to accept Classroom of Innovation and School Innovation – AP Human Geography Streamed. The motion was voted on and passed.

Next, Dr. Shannon LaFargue presented **Classroom of Innovation** – Leisha Anderpont – Gifted Math Flipped Classroom.

Leisha Anderpont showed the board how teachers use a “flipped” classroom approach to instruction.

A motion was made by Ron Hayes and seconded by Eric Tarver to accept Classroom of Innovation – Gifted Math Flipped Classroom. The motion was voted on and passed.

Next item presented was **Department of Innovation and School Innovation** – Special Services and Barbe High School.

A motion was made by Eric Traver and seconded by Dean Roberts to accept Department of Innovation and School Innovation -Special Services and Barbe High School. The motion was voted on and passed.

Then, Dr. Shannon LaFargue presented **Classroom of Innovation** – Keanna LeBlanc, Melinda Lemke, and Amber Lyons – F.K. White and S.J. Middle School.

Teachers showed the board how they use “Classkick” as a technological tool to supplement instruction in the class.

A motion was made by Eric Tarver and seconded by Alvin Smith to accept Classroom of Innovation - Classkick. The motion was voted on and passed.

**On behalf of the committee, Mrs. Ballard offered a motion to approve all of the previously mentioned innovations. A second was not needed and the motion carried on a unanimous vote.**

Next item presented was **University Program** – Reevaluating the University Program at W-M.

Last year the board tabled discussion that the W-M University Program be discontinued and the existing students be allowed to attend the LaGrange University Program.

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The board set a recruitment quota of 30 students for the incoming 19-20 school year if the program at W-M were to remain open. Currently, there is only 1 candidate for the program and that candidate is only moderately qualified to attend the program based on program criteria. The current enrollment is inefficient regarding the delivery of instruction in meeting the needs of the most students with qualified personnel.

With the current numbers, staff is recommending that the W-M program be moved to LaGrange and the students at W-M be allowed to attend the LaGrange program, yet still be allowed to participate in extra-curricular activities at W-M.

A motion was made by Eric Tarver and seconded by Ron Hayes that the Washington-Marion program be moved to LaGrange and the students at Washington-Marion be allowed to attend the LaGrange program. They will still be allowed to participate in extra-curricular activities at Washington-Marion. The motion was voted on and passed.

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

Next item was **Zero Tolerance Policy Review.**

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

There being no further business to discuss, Mrs. Ballard requested a motion to adjourn at 8:15 p.m. which was made by Eric Tarver and seconded by Mack Dellafosse.

## **TAKE APPROPRIATE ACTION**

Mr. Hardesty read the following:

**A. ITEP Application #20180275-ITE/Instrument and Valve Services Company**

Instrument and Valve Services Company  
ITEP Application #20180275-ITE

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The ITE application cited above was filed by Instrument and Valve Services Company and sent for review and evaluation by staff. The project involves the construction of a facility to be used

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as a startup and repair service center for control and isolation valves including device inspection, upgrades, replacements, failure analysis, re-calibration, retrofits, health checks, electronics upgrades and firmware updates. The total investment of the project is estimated to be \$3,681,745 with the addition of 25 new jobs and the retention of 11 jobs. The Board of Commerce and Industry is recommending the maximum exemption of 80% for years 1-5 and 80% for years 6-10. It is the opinion of staff that the project creates sufficient economic impact through job creation and future tax collections that would justify granting an ITE. The application was filed under the post-Executive Order rules and only requires approval or denial from the Calcasieu Parish School Board.

Staff recommendation: After evaluation staff is recommending approval of the industrial tax exemption application #20180275-ITE and to notify the Louisiana Department of Economic Development.

On a motion to approve by Mr. Hayes and a second by Mr. Smith, the motion failed on a roll call vote of 6-5:

For: Mrs. Ballard, Mr. Bujard, Mr. Hayes, Mr. Hardesty, Mr. Castille

Against: Mr. Dellafosse, Mrs. Gay, Mr. Hardy, Mr. Natali, Mr. Smith, Mr. Wallace

**B. Approval of Sales and Use Tax Collection and Administration Resolution**

## **RESOLUTION**

### **SALES AND USE TAX COLLECTION AND ADMINISTRATION**

WHEREAS, the Article VII, Section 3 of the Louisiana Constitution provides that local sales and use taxes are to be collected by a single collector in each parish;

WHEREAS, Article VII, Section 3 also provides for the use of a parish commission or one of the local political subdivisions to serve as the single parish collector of local sales and use taxes;

WHEREAS, the authority to “collect” local sales and use taxes has been determined by the Courts to include the authority to administer the collection, including making decisions as to when to audit persons or businesses thought to be unlawfully evading taxation or, in some cases, collecting sales taxes on transactions and failing to fully remit them to the local collector;

WHEREAS, School Boards serve as the single parish collector of local sales and use taxes in over thirty (30) parishes;

WHEREAS, pre-filed in the 2019 Regular Session is HB 57, which proposes to amend the LA Constitution to allow the Legislature to repeal the authority of local governments to control the

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collection of local sales taxes and place that authority with the State, a concept often referred to as State Central Collection;

WHEREAS, State Central Collection would have the State taking possession of local tax revenues, withholding an administrative fee, then disbursing the balance down to the School Board or other local taxing authority;

WHEREAS, State Central Collection poses too great a risk that local education tax dollars will not be promptly disbursed or that the administrative fee withheld by the State may become a means of resolving State fiscal issues;

WHEREAS, repealing or diminishing the Constitutional authority for local collection of local sales and use taxes will impair the ability of those local collectors to perform the necessary function of auditing vendors to ensure compliance with the legal obligation to collect and remit local sales taxes;

WHEREAS, given the vital role that the proper, effective, and efficient collection of local sales and use taxes plays in the operation of school districts and the education of children, the Louisiana School Boards Association has always fought any efforts to repeal, reduce or constrain the authority of the local collector to collect local sales and use taxes, regardless of who has offered the proposal;

NOW THEREFORE, BE IT RESOLVED that the Calcasieu Parish School Board, by action of its duly elected governing authority, does hereby urge and request the Louisiana Legislature, and in particular the Legislative Delegation of Calcasieu Parish to oppose HB 57 and any other Legislative effort to reject any proposal to repeal or impair local sales and use taxes;

BE IT FURTHER RESOLVED, that the Calcasieu Parish School Board, by action of its duly elected governing authority, does hereby urge and request the Louisiana Legislature, and in particular the Legislative Delegation of Calcasieu Parish to reject any proposal that repeals, reduces or constrains the authority of the local collector to collect local sales and use taxes;

FINALLY, BE IT RESOLVED, that a copy of this Resolution be provided to each member of the Legislative Delegation of Calcasieu Parish, and the Governor of the State of Louisiana.

On a motion to approve by Mr. Dellafosse and a second by Mrs. Ballard, the motion carried on a unanimous vote.

C. Approval of Service Agreement with City of Lake Charles/Summer Food Service Program (This item is available for viewing at 3310 Broad and is included in the archived Minutes.)

On a motion to approve by Mr. Dellafosse and a second by Mr. Natali, the motion carried on a unanimous vote.

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## D. Approval of Cooperative Agreement with LSU AgCenter/4-H Youth Development

On a motion to approve by Mr. Dellafosse and a second by Mr. Natali, the motion carried on a unanimous vote. (This item is available for viewing at 3310 Broad and is included in the archived Minutes.)

## E. Approval of Employee Contract Renewals

### 2019 EXPIRATIONS

#### CONTRACTED EMPLOYEE PRINCIPALS

#### EXPIRATION DATE

#### LOCATION

Bell, Pam	7/31/2019	J.D. Clifton Elementary
Burkhead, Shauna	7/31/2019	Moss Bluff Elementary
Crick, Lee	7/31/2019	Sulphur High 9th
Fontenot, Kendall	7/31/2019	Moss Bluff Middle
Foolkes, Shannon	7/31/2019	Sam Houston High
Guerrero, Amanda	7/31/2019	DeQuincy Primary
Guillory, Martin	7/31/2019	Oak Park Middle
Harvey, Ronnie	7/31/2019	Washington-Marion High
LeBlanc, Michelle	7/31/2019	Frasch Elementary
Neal, Benny Craig	7/31/2019	DeQuincy High
O'Quain, Saberly	7/31/2019	Maplewood Middle
Phenice, Laura	7/31/2019	Dolby Elementary
Ruffin-Hardy, Sharon	7/31/2019	Barbe Elementary
Spann, Julee	7/31/2019	Brentwood Elementary
Thompson, Bobby Jack	7/31/2019	S. J. Welsh Middle
Treme, Gerald	7/31/2019	Westwood Elementary
VanMetre, Jason	7/31/2019	Westlake High
Young, Lori	7/31/2019	Vinton Elementary
Williams, Carla	7/31/2019	Vincent Settlement Elementary

#### ASSISTANT PRINCIPALS

Askew, Kashia	7/31/2019	Gillis Elementary
Baldauf, Teresa	7/31/2019	St. John Elementary
Champagne, Paul	7/31/2019	Western Heights Elementary
Collins, Marlana	7/31/2019	St. John Elementary
Conner, Andrea	7/31/2019	Oak Park Elementary
Deshotel, Crystal	7/31/2019	Nelson Elementary
Dietz, Lisa	7/31/2019	Nelson Elementary

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Dietz, Lucas	7/31/2019	Iowa High
Durio, Brad	7/31/2019	S.J. Welsh Middle
Enright, Melissa	7/31/2019	LaGrange High
Foreman, Mary	7/31/2019	Moss Bluff Middle
Frank, Nancy	7/31/2019	Clifton Elementary
Gauthier, Greg	7/31/2019	Oak Park Middle
Giardina, William	7/31/2019	Sulphur High
Holder, Elizabeth	7/31/2019	Kennedy Elementary

On a motion to approve by Mr. Dellafosse and a second by Mr. Natali, the motion carried on a unanimous vote.

F. Approval of Resolution Promulgating District 23 Election Results (This item moved to Item 4.B.)

G. Renewal of Contract with Johnson Controls/Years 4&5

On a motion to approve by Mr. Dellafosse and a second by Mr. Natali, the motion carried on a unanimous vote. (This item is available for viewing at 3310 Broad and is included in the archived Minutes.)

## **BID REPORTS**

Mr. Hardesty read the following:

A. Bid #2020-01 – Janitorial Supplies/General Funds

**BID 2020-01 – JANITORIAL SUPPLIES was opened on April 10, 2019 @ 10AM**

BIDS WERE SENT TO THE FOLLOWING:

A+ CHEMICAL  
ALL AMERICAN POLY  
ECONOMICAL  
SANITARY SUPPLY  
UNIPAK

BID RESULTS AS FOLLOWS:

A+ CHEMICAL	\$109,626.00
ECONOMICAL	\$ 60,057.69
FORDION	<u>\$ 31,080.06</u>
TOTAL	\$200,763.75



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

On a motion to approve by Mr. Hayes and a second by Mr. Castille, the motion carried on a unanimous vote.

**B. Bid #2020-08 – Food & Supplies for 2019-2020 School Year/Food Services Department**

**BID 2020-08 – FOOD & SUPPLIES FOR 2019/2020 SCHOOL YEAR was opened on April 5, 2019 @ 10AM**

BIDS WERE SENT TO THE FOLLOWING:

ALPHA FOODS  
BIMBO BAKERIES  
BORDEN DAIRY  
CAPITOL CITY PRODUCE  
DIAMOND FOODS  
ECONOMICAL JANITORIAL  
FLOWERS BAKING  
GENERAL MILLS  
GLOBAL FOODS  
HOUSE OF QUALITY  
KEVIN GUIDRY PRODUCE  
LACASSAGNE'S  
LAMM FOODS  
NARDONE BROS  
NATIONAL FOODS GROUP  
OAK FARMS DAIRY  
OASIS FOODS  
SYSCO  
PON FOODS  
WILLIAM GEORGE

BID RESULTS AS FOLLOWS:

ALBIE	\$ 108,800.00
BIMBO BAKERIES	\$ 136,100.00
BORDEN DAIRY	\$ 772,800.00
DARLINGTON	\$ 18,900.00
DAXWELL	\$ 25,110.50
DIAMOND	\$ 725,733.75
ECONOMICAL	\$ 249,643.90
LACASSAGNE'S	\$ 140,091.16
LAMM FOODS	\$ 658,625.40
NARDONE BROS	\$ 21,375.00
NATIONAL FOODS	\$ 268,830.00
PON FOODS	\$ 541,757.37
SCHREIBNER	\$ 101,849.50
SCHWAN FOODS	\$ 129,412.50

# May 14, 2019

SUPREME RICE	\$ 7,500.00
WILLIAM GEORGE	\$ 157,362.70
TOTAL	\$4,063,891.78

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

On a motion to approve by Mr. Hayes and a second by Mr. Castille, the motion carried on a unanimous vote.

C. Bid #2020-15 – Sprinkler System Inspections/General Funds

**BID 2020-15 – SPRINKLER SYSTEM INSPECTIONS was opened on May 1, 2019 @ 10AM**

BIDS WERE SENT TO THE FOLLOWING:

ACADIAN FIRE  
IMS  
MID SOUTH FIRE  
S&S SPRINKLER  
VALLEN

BID RESULTS AS FOLLOWS:

S&S SPRINKLER	\$27,664.00
VALLEN	\$15,000.00

THE STAFF RECOMMENDS AWARDDING VALLEN AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.

On a motion to approve by Mr. Hayes and a second by Mr. Castille, the motion carried on a unanimous vote.

D. Bid #2019-37 – Cafeteria Equipment/Kaufman, T.H. Watkins (School Food Services Funds); LaGrange (\$50 million allocation)

**BID 2019-37 – CAFETERIA EQUIPMENT (Kaufman & TH Watkins SFS Funds, LaGrange \$50 Mil) was opened on May 7, 2019 @ 10AM**

BIDS WERE SENT TO THE FOLLOWING:

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

BID RESULTS AS FOLLOWS:

# May 14, 2019

ASSOCIATED FOOD EQUIPMENT	\$66,073.70
GREAT LAKES EQUIPMENT	\$88,160.00
NOLA RESTAURANT	\$82,480.00
SW BAR NEEDS	\$76,646.85

THE STAFF RECOMMENDS AWARDING ASSOCIATED FOOD EQUIPMENT AS INDICATED ABOVE AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.

On a motion to approve by Mr. Hayes and a second by Mr. Castille, the motion carried on a unanimous vote.

## E. RENEWAL for Grass Cutting Services

GRASS CUTTING SERVICES – AK AFFORDABLE  
TITAN SALES & SERVICE

On a motion to approve by Mr. Hayes and a second by Mr. Castille, the motion carried on a unanimous vote.

## F. RENEWAL for Pest Control Services

PEST CONTROL SERVICES – AK AFFORDABLE

On a motion to approve by Mr. Hayes and a second by Mr. Castille, the motion carried on a unanimous vote.

## G. Bid #2019-17PC – Ralph Wilson Elementary School/Phase 2/District #31 Bond Funds

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

DATE: April 30, 2019

DESCRIPTION:

Ralph Wilson Elem. School - Phase 2

FUNDS: SD # 31 Bond Funds

BID NUMBER: 2019-17PC

DESIGNER: Griggs, Mitchell and Associates

CONTRACTOR	BASE BID
Pat Williams Construction	\$287,000.00

# May 14, 2019

Comnet LLC	No Bid
Expert Maintenance & Construction Services	\$292,500.00
Central Auction House	

The Committee recommends award of the contract to:

Pat Williams Construction

(Base Bid) in the amount of: \$287,000.00

Two Hundred Eighty-Seven Thousand Dollars and no/100

as the lowest qualified bidder meeting specifications.

On a motion to approve by Mr. Hayes and a second by Mr. Castille, the motion carried on a unanimous vote.

**H. Bid #2019-20PC – SJ Welsh Middle School/7<sup>th</sup> Grade Pod Renovations/\$50 million allocation**

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

**DATE:** May 8, 2019

**DESCRIPTION:**

S J Welsh Middle School 7th Grade Pod Renovations

**FUNDS:** 2017-All Districts Capital Projects Fund

**BID NUMBER:** 2019-20PC

**DESIGNER:** RANDY M. GOODLOE, AIA, APAC

CONTRACTOR	BASE BID
Pat Williams Construction	\$113,000.00
Central Auction House	No Bid

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

(Base Bid) in the amount of: \$113000.00

One Hundred Thirteen Thousand Dollars & no/100

# May 14, 2019

as the lowest qualified bidder meeting specifications.

On a motion to approve by Mr. Hayes and a second by Mr. Castille, the motion carried on a unanimous vote.

## I. Bid #2019-19PC – Barbe High School/Phase I Renovations to Restrooms/\$50 million allocation

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

**DESCRIPTION:** Phase 1- Restroom Renovations for AM Barbe High School  
**FUNDS:** 2017 All Districts Capital Projects Fund  
**BID NUMBER:** 2019-19Pc

**DESIGNER:** Randy M Goodloe AIA,  
APAC

CONTRACTOR	BASE BID	ALT. #1
Perc Development , LLC	\$ 515,460.00	\$ 3,510.00
Pat Williams Construction	\$ 379,000.00	\$ 3,510.00
Central Auction House	No Bid	

The Committee recommends award of the contract to:

Pat Williams Construction  
BASE BID AND ALTERNATE 1 & 2 IN THE AMOUNT  
OF: \$ 382,510.00  
Three Hundred Eighty- Two Thousand Five Hundred Ten dollars  
and No/100  
as the lowest qualified bidder meeting specifications.  
DESCRIPTION OF ALTERNATE:  
( Deduct -Alternate Wall  
Finish )

On a motion to approve by Mr. Hayes and a second by Mr. Castille, the motion carried on a unanimous vote.

# May 14, 2019

## **PERMISSION TO ADVERTISE**

Mr. Hardesty read the following:

A. Pods Phase XI/Riverboat and \$50 million allocation

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

## **CORRESPONDENCE**

Mr. Hardesty read the following:

A. Change Order Number Sixteen (16) for the Project #1715, “Classroom Pods – Phase X”; Champeaux, Evans, Hotard, APAC, Architect; Miller & Associates Dev. Co., Inc., Contractor; *Increase* of \$30,215.00 and *Increase* of twelve (12) days.

On a motion to approve by Mrs. Ballard and a second by Mr. Castille, the motion passed on a unanimous vote.

C. Change Order Number One (1) for the Project #2018-17PC, “Phase I Roofing Replacement/Washington Marion,” District 31 Bond Funds; Ellender Architects & Associates, LLC, Designer; Rycars Construction, LLC, Contractor; *Increase* of \$3,929.00 and *Increase* of two hundred thirty-five (235) days.

On a motion to approve by Mr. Hardy and a second by Mr. Bujard, the motion passed on a unanimous vote.

## **CONDOLENCES/RECOGNITIONS**

Mr. Hayes and Mr. Hardy asked for a letter of condolence to the family of Glen Hathaway at the loss of Mr. and Mrs. Hathaway.

Mr. Castille asked for a letter of condolence to Kathy Engel at the loss of her husband.

Mrs. Ballard reminded all Board Members about the upcoming Southern Region LSBA conference.

# May 14, 2019

## **SCHEDULE COMMITTEES**

Budget Committee.....Tuesday, May 28, 5:00 p.m.  
C&I Committee.....Tuesday, May 28, 2019 (to follow)

## **ADJOURN MEETING**

On a motion to adjourn by Mr. Dellafosse and a second by Mr. Smith, the meeting adjourned at 6:50 p.m.

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**President**

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**Secretary**

**STATE OF LOUISIANA**

**PARISH OF CALCASIEU**

**LOCAL SERVICES AGREEMENT  
BETWEEN  
CITY OF LAKE CHARLES  
AND  
CALCASIEU PARISH SCHOOL BOARD**

This Local Services Agreement is entered into by and between the CITY OF LAKE CHARLES, a political subdivision of the State of Louisiana, hereinafter referred to as "CITY", acting through its duly authorized Mayor, Nicholas E. Hunter pursuant to Ordinances No. 18357 and No. 18358, and the CALCASIEU PARISH SCHOOL BOARD, hereinafter referred to as "SCHOOL BOARD", acting through its duly authorized President, Mr. Damon Hardesty, pursuant to Resolution dated \_\_\_\_\_, 2019.

WHEREAS, the CITY has agreed to sponsor a Summer Food Service Program; and

WHEREAS, the Food Service Program to be sponsored by the CITY will require the use of the kitchen and other food related facilities; and

WHEREAS, the SCHOOL BOARD wished to cooperate with the City in providing services for the Summer Food Service Program;

THEREFORE, the CITY and the SCHOOL BOARD do hereby contract and agree with each other as follows:

1.

The SCHOOL BOARD has agreed to allow the CITY'S Summer Food Service Program to use the kitchen facilities located at Fairview Elementary and Washington Marion High School, during the hours and dates necessary for the implementation of the Summer Food Service Program. The CITY will provide to the SCHOOL BOARD, prior to its use of the kitchens at Fairview Elementary School and Washington Marion High School, with a schedule of the dates and times when kitchen facilities will be needed for the Summer Food Service Program.

2.

The cost for any other services as requested in writing, agreed to by the parties, and incurred by reason of the use of these facilities for the Summer Food Service Program will be paid directly by the CITY upon the approval of submitted invoices.



3.

Managers and technicians currently working at Fairview Elementary School and Washington Marion High School will be given the first opportunity for employment in the Summer Food Service Program.

4.

The CITY further agrees to purchase surplus food items and to receive donated commodity food items from the SCHOOL BOARD.

5.

It is further stipulated and agreed that the CITY agrees to reimburse the SCHOOL BOARD for damages caused to equipment and facilities of the SCHOOL BOARD, and further protect, defend, indemnify and hold the SCHOOL BOARD, its agents, officers, employees and assigned, harmless from and against all claims, demands, or causes of action, whatsoever, and any liability, cost or expense (including, but not limited to, reasonable attorney's fees), without regard to cause or causes thereof or the fault (including but not limited to, the strict liability and/or absolute liability of any party or parties), arising out of or in any way connected with the CITY, its agents, offices, employees, and general public occupying and/or traveling on the property and surrounding grounds of the SCHOOL BOARD, it being the intent of this agreement that the CITY assumes responsibility for the condition of the premises, the surrounding grounds, and any vice or defect herein.

6.

The term for this agreement shall be for the period beginning May 31, 2019 and ending July 30, 2019.

7.

The CITY agrees, upon termination of its use of the kitchen facilities at Fairview Elementary School and Washington Marion High School, to return to the SCHOOL BOARD the kitchen facilities in as good of a condition as existed upon their initial use of the premises, normal wear and tear expected.

The SCHOOL BOARD agrees to cooperate with the CITY in providing staff for the CITY'S Summer Food Service Program, including but not limited to cafeteria managers and cooks. The managers and technicians of the schools being used should have first preference to the job due to the knowledge of the school and the equipment. All persons employed by the CITY pursuant to this agreement and in cooperation with the SCHOOL BOARD shall be, in providing services under the Summer Food Service Program, employees of the CITY and not employees of the SCHOOL BOARD, for purposes of Worker's Compensation laws and other laws, actions or any matters whatsoever related to such employment.

THUS DONE AND SIGNED in duplicate originals on this \_\_\_\_ day of \_\_\_\_\_, 2019, in Lake Charles, Parish of Calcasieu, Louisiana, and in the presence of the undersigned witnesses, after a due reading of the whole.

WITNESSES:

CALCASIEU PARISH SCHOOL BOARD

BY: \_\_\_\_\_

Damon Hardesty, PRESIDENT

THUS DONE AND SIGNED in duplicate originals on this 24 day of April, 2019, in Lake Charles, Parish of Calcasieu, Louisiana, and in the presence of the undersigned witnesses, after a due reading of the whole.

WITNESSES:

CITY OF LAKE CHARLES

BY: \_\_\_\_\_

Nicholas E. Hunter, MAYOR

Roslyn A. Barfield  
Roslyn A. Barfield *RB*  
Karen Hardy

APPROVED BY LEGAL DEPARTMENT CITY OF LAKE CHARLES	
Approval subject to signature, date and initials below regarding ordinance approval.	
By: _____	_____
Corey L. Rubin, Assistant City Attorney	
Date: _____	04/23/2019
<input checked="" type="checkbox"/>	Authorization ordinance attached.
<input type="checkbox"/>	No ordinance approval required.

## **LSU AgCenter And Calcasieu Parish School Board**

### **Cooperative Agreement to Support and Administer Louisiana Cooperative Extension 4-H Youth Development**

#### **Background:**

The process of developing a well-educated citizenry involves use of formal and informal approaches by dedicated professionals. Congress in 1914 signified the national interest in assuring that informal educational opportunities needed to emanate from the knowledge generating process of the Land Grant College System by passing the Smith-Lever Act. This Act created the Cooperative Extension Service System that links Land Grant Campus Partnership of the United States Department of Agriculture, the Louisiana State University AgCenter and local government. Police Juries, Parish Commissions and School Boards are the critical third partner for effectively identifying, developing and delivering Cooperative Extension Programs. Educational needs and delivery mechanisms clearly have dynamic aspects that challenge the federal, state and local partners to work effectively in order to meet community needs. This Cooperative Agreement between the LSU AgCenter and local government acknowledges the value to clientele of all partners having a uniform understanding for programming support.

#### **Partnership Philosophy:**

- The long standing presence of Louisiana Cooperative Extension Service (LCES) faculty in the parish has established invaluable ties to the local clientele and government.
- That educational programming offered is most valued when developed in concert with local and area needs as expressed through the advisory committee process.
- That LSU AgCenter faculty on campus is an essential supplement to the technical capabilities of local LCES faculty.
- LCES faculty is to attain at a minimum, a Master's Degree and to receive additional technical training opportunities in order to provide local clientele with enhanced information and educational programs.
- LCES faculty in parish offices may develop and deliver specialized programming of importance to surrounding parishes.
- Federal, state and local financial support is necessary to meet the needs of the community as identified by local committees.

**The LSU AgCenter Agrees:**

1. The LSU AgCenter working in the LCES format will deliver needs based, focused 4-H Youth Development Programs.
2. That competent faculty and support personnel will be recruited and placed in parish offices on LSU AgCenter appointments by following LSU AgCenter Human Resources Office procedures.
3. Faculty is to be afforded training and professional improvement opportunities to assure the parish has the best technical resources available.
4. Faculty in parish offices will be supervised and evaluated by the appropriate unit leader pursuant to the LSU AgCenter's employee policies.
5. To provide the School Board with oral and written reports from the parish chair and 4-H faculty on a mutually agreed schedule but at least annually.
6. Faculty in the parish will adhere to the Policy Statements and Presidential Memoranda issued by the LSU Campus and AgCenter.
7. To evaluate the need for specialized office and program delivery equipment above that is provided by the parish.
8. To establish mutually beneficial billing procedures for collection of financial support for 4-H faculty.

**The School Board Agrees:**

1. To provide access to schools and the students for delivery of 4-H Programs.
2. Provide a minimum level of salary support plus associated fringe benefits of \$27,405 for local 4-H faculty members and pro-rate classified local staff affiliated with the LSU AgCenter. The Board also agrees to commit to continually work to increase local salary support for 4-H faculty members and pro-rata classified local staff affiliated with LSU AgCenter in the future in an effort to achieve and maintain overall local parish funding at a level of 20%.
3. That pay raises on the basis of merit and promotions as determined by procedures identified in AgCenter Policy Statements will be shared on the basis of the school board's percentage of annual salary support.
4. That with reference to faculty vacancies are due to resignation, retirement or new positions the LSU AgCenter's Office of Human Resource Management policies will be followed in the search for candidates. The LCES parish chair will assure that school board officials are well informed during the process.

**Implementation:**

This Cooperative Agreement between the Louisiana Cooperative Extension Service and Calcasieu Parish School Board is entered into in order to assure continued informal educational programming from the LSU AgCenter.

It shall be in effect for five (5) year period **July 1, 2019 to June 30, 2024**. The Cooperative Agreement will be renewed for subsequent periods after review by the School Board Superintendent and the Director of the Louisiana Cooperative Extension Service.

**Approved:**

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Karl Bruchhaus  
School Board President (Superintendent)

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Date

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Kurt M. Guidry  
Regional Director, Southwest Region  
LSU AgCenter

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Date



# OPERATION AND MAINTENANCE RENEWAL

05/02/2019

Karl Bruchhaus  
CPSB-CENTRAL OFFICE  
3310 BROAD ST.  
LAKE CHARLES, LA 70601-2649

CPSB 2019 O&M – Option Years 4 & 5

Mr. Bruchhaus,



Thank you for being a loyal Johnson Controls Customer. We appreciate your business and look forward to continuing as your building technology services partner.

To make sure that your operation and your maintenance agreement continues without interruption, per our contract, we will renew your agreement for option years 4 and 5 effective 07/01/2019 to 06/30/2021. Option year 4 will be for the annual sum of \$2,985,805 and option year 5 will be for the annual sum of \$3,075,379, to be paid quarterly. We will continue to send your invoices to:

CALCASIEU PARISH SCHOOL BOARD  
PAT COMEAUX  
ACCTS PAYABLE, PO BOX 800,  
LAKE CHARLES, LA. 70602

If we need a new requisition or purchase order to reference on your invoices, Please provide a copy of that document to us by 05/30/2019.

As a manufacturer of mechanical, controls, security and fire systems, we have the expertise and resources to provide proper maintenance and repair services for your facility. With your operation and maintenance agreement you have a solution that helps optimize your building's performance and provides dependability, sustainability and energy efficiency. Your service is delivered with the attention of a local service company backed by the resources of a global organization.

Again, thank you for your business and we look forward to serving you in the coming year. Please do not hesitate to call if I can assist you in any way.

Sincerely,  
Johnson Controls

Michael LeJeune  
Business Manager  
18247 Petroleum Drive  
Baton Rouge, LA 70809-6127  
Phone: (337) 439-2991

Customer Signature: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Customer Title: \_\_\_\_\_

PO/Requisition #: \_\_\_\_\_