

## **DATE, TIME, PLACE OF MEETING**

The Calcasieu Parish School Board meeting was held at 3310 Broad Street, Lake Charles, Louisiana, on Tuesday, February 9, 2021, at 5:00 p.m.

The meeting was called to order by Billy Breaux, President. The prayer and pledge were led by Eric Tarver.

Mr. Breaux asked for a motion to include Item 7.D. as a supplemental agenda item. He asked if there was any comment from the audience on that item; there was none. On a motion to approve the supplemental item by Mr. Hardesty and a second by Mr. Roberts, the motion carried on a unanimous vote.

## **ROLL CALL**

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

Absent: Mr. Young, Mrs. Gay, Mr. Natali

## **APPROVAL OF MINUTES**

A. January 12, 2021- On a motion to approve by Mr. Tarver and a second by Mr. Duhon, the motion carried on a unanimous vote.

## **PRESENTATIONS**

A. Jamey Rasberry, Director of LCMH Sports Medicine, gave a quarterly report.

## **SUPERINTENDENT'S REPORT**

Mr. Bruchhaus gave the following report:

1. You have each received the monthly Head Start report:

Program Governance

Policy Council members participated in a Head Start Performance Standards Retreat on Saturday, January 9, 2021.

Policy Council Meeting was held on January 25, 2021. The following items were approved:

- ✓ December's Minutes
- ✓ Director's Report for December 2020
- ✓ Financial Report for December 2020

- ✓ Attendance Report for December 2020
- ✓ 2019-2020 Annual Report
- ✓ Policy Council polo shirts

### **Program Operations**

Enrollment – 359

2. You received your population report in your packet, with the most current information as of January 31, 2021.

3. I would like to report our January, 2021, sales tax numbers for our general fund which show collections at \$6,116,260 or 47.1% above budget for the 7th month of the 2020-2021 school year.

Collections are \$5,083,032 or 36.3 % above collections for the same month last year.

Collections after seven months of 2020-2021 are \$10,839,044 or 12.7 % above budget and \$3,207,399 or 3.4 % below the same period last year.

4. I would like to introduce the Calcasieu Parish School Board Head Start Policy Council members;

Carlissa Book

Tremayne Washington

Jameisha Roy

Kristin Brooks

Beatrice Cahee

Nachella Bushnell

Courtney Alexander

Laura Haley

Iselyn Malvo

Briana Jones Piper

Ciara Tarbakas

Allison Mathews

Carmen Bryant (representing Beauregard)

Alternates: Kimberly Gibson, Shayla Palmer

Community Representatives:

Noila Bernard, Kimberlie Heckard, Lena Guillory

Mack Dellafosse, School Board Member

5. Updates:

- Teacher Certification Numbers
- Hurricane
- C&I Committee
- Covid- Transfer window
- Calendar
- Insurance Products – Health, Property

Mr. Bruchhaus introduced Mr. Todd Mann, with CSRS.

## **COMMITTEE REPORTS**

A. Discipline Review Committee, January 14, 2021/Annette Ballard, *Chair*

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

The Calcasieu Parish School Board Discipline Policy Review Committee Meeting was held at 600 S. Shattuck Street, Lake Charles, Louisiana, on Thursday, January 14, 2021, at 2:30 p.m. in the Elementary Training Room. The meeting was moved from its previously scheduled location, 3310 Broad Street, Lake Charles, Louisiana, due to a power outage at the Broad Street address. Notice of the change of location was posted at the Broad Street address.

The meeting was called to order by Annette Ballard, Chairperson, at 2:30 pm

The roll was called by Jeanice Biondini and the following members were present: Jeanice Biondini, Willona Jackson, Richard Nunez, Rozonda Landry, Crystal Baggett, Kathy Leblanc, Eric McDonald, Annette Ballard, and Mary Bass.

Mr. Belfour explained that the purpose of the meeting was to review possible revisions to a number of policies to address the requirements of Act 48. This Act required revisions to

School Board discipline procedures and added requirements for discipline of students who are receiving virtual instruction.

Agenda Item 1.A. Policy BD – School Board Policy. La. R.S. 17:416.8 requires the establishment of a Discipline Policy Review Committee. Policy BD has been revised to reflect this mandate.

Agenda Item 1.B. JDD – Suspension of Students. The School Board is required by Act 48 to permit an appeal to the full Board by a student whose recommendation for expulsion has been reduced to a suspension. Prior law and School Board Policy did not permit such an appeal. Policy JDD has been revised to follow Act 48’s requirement.

Agenda Item 1.C. JD – Discipline. The School Board is required to update its discipline policies and procedures relative to conduct that occurs at home or other locations which are not on school property when a student is participating in virtual instruction. Policy JD has been revised to address the changes mandated by Act 48.

On motion by Richard Nunez, and seconded by Crystal Baggett, the committee recommended approval of the changes to policies BD, JDD, and JD by unanimous vote.

Agenda Item 1.D. JDE – Expulsion. Policy JDE has been revised to provide for the right of a student whose recommendation for expulsion has been reduced to a suspension to appeal to the School Board, per the requirements of Act 48.

On motion by Willona Jackson and seconded by Richard Nunez, the committee recommended approval of the changes to policy JDE by unanimous vote.

**Mrs. Ballard offered a motion to approve the committee recommendation on all four items. A second was not needed and the motion carried on a unanimous vote.**

Agenda Item 2.A. Addendum to CPSB Student Code of Conduct. The Addendum informs students/parents of student conduct expectations during virtual instruction, and of the revisions to discipline appeal procedures. The Addendum will be distributed to students/parents and posted on the School Board’s website. On motion by Kathy Leblanc and seconded by Richard Nunez, the committee recommended amendment of the Addendum to provide that the Student Code of Conduct provisions on appeal of suspensions be revised to comply with the requirements of Act 48.

On motion by Mary Bass and seconded by Rozonda Landry, the committee recommended approval of the Addendum by unanimous vote.

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

On a motion to adjourn by Willona Jackson and a second by Crystal Baggett, the meeting was adjourned at 2:55 p.m. on a unanimous vote.

**The policies are posted at the end of this document and as a portion of the legal Minutes at [www.cpsb.org](http://www.cpsb.org).**

B. A&P Committee, January 26, 2021/Mack Dellafosse, *Chair*

**Mr. Dellafosse gave the following report:**

The Calcasieu Parish School Board Administration and Personnel Committee met Tuesday, January 26, 2021 in the Board Room at 3310 Broad Street, Lake Charles, Louisiana.

Committee Members Present: Mack Dellafosse, Annette Ballard, Russell Castille, Fred Hardy, Aaron Natali, Alvin Smith, and Desmond Wallace.

Other Board Members present, Billy Breaux, Glenda Gay and, Damon Hardesty.

Committee Members absent: Dean Roberts, Eric Tarver, and Mark Young.

Other Board Members absent: Bliss Bujard and John Duhon.

The A&P Committee Meeting was called to order at 5:00 PM by Mack Dellafosse, Chairman. A quorum was present. The prayer was led by Desmond Wallace and the pledge of allegiance was led by Billy Breaux.

Mack Dellafosse presented the following revisions to Calcasieu Parish School Board Policies as required by Louisiana Legislature. At the onset of the meeting, item numbers 7, 10, 11 and 12 were removed from the agenda to be discussed later during a full board meeting.

**1)School and Student Safety-EBBB, 2)Threats of Terrorism or Violence-JCDAG, 3)Emergency/Crisis Management-EBBC, 4)Tax and Bond Elections and Sales-DFD, 5)Sexual Harassment-GAEAA, 6)Dismissal of Employees-GBN, 7)Criminal History of Applicants-GBC, 8)Holidays-GBRL, 9)Testing Program-File II, 10)School Board Policy-JD, 11)Discipline-JD, 12)Suspension/Expulsion-JDD-JDE, 13)Bids and Quotations-DJED, 14)Purchasing-DJE, 15)Sick Leave-GBRIB.**

On a motion by Billy Breaux and seconded by Annette Ballard, it was recommended to approve Policies **EBBB, JCDAG, EBBC, DFD, GAEAA, GBN, GBRL, FILE: II, DJED, DJE, AND GBRIB.**

**On behalf of the committee, Mr. Dellafosse offered a motion to approve Policies EBBB, JCDAG, EBBC, DFD, GAEAA, GBN, GBRL, FILE: II, DJED, DJE, AND GBRIB. A second was not needed and the motion carried on a unanimous vote.**

There being no further business to discuss, on a motion by Billy Breaux and seconded by Russell Castille, the committee adjourned the meeting at 5:27 PM.

### **TAKE APPROPRIATE ACTION**

Mr. Breaux read the following:

#### **A. Approval of Resolution to hire special counsel for Sales Tax Department**

WHEREAS, the Calcasieu Parish School Board administers and collects within the Parish of Calcasieu, sales and use tax both individually and as agent for various political subdivisions;

WHEREAS, a dispute and protest has arisen in connection with an assessment of taxes due by Eagle Electric Machinery, Inc.;

WHEREAS, Eagle Electric Machinery, Inc. has filed a petition with the Board of Tax Appeals in lieu of filing suit;

WHEREAS, there exists a real necessity involving the public interest for the Calcasieu Parish School Board to be represented by special counsel in the appeals petition proceedings and any subsequent litigation; and

WHEREAS, the Calcasieu Parish School Board desires to retain Stutes & Lavergne Law Firm as special counsel for the Calcasieu Parish School Board in connection with the appeals petition proceedings and any subsequent litigation.

NOW, THEREFORE, BE IT RESOLVED, that Stutes & Lavergne Law Firm is hereby retained as special counsel for the Calcasieu Parish School Board in connection with the above appeals petition proceedings and any subsequent litigation, at hourly rates not to exceed the maximums set forth in the most recent Louisiana Attorney General's approved fee schedule.

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

#### **B. Discipline Policy Review Committee**

These items are available at the end of this document and as a part of the legal Minutes at [www.cpsb.org](http://www.cpsb.org).

- a) Ratify, Confirm, and Approve establishment of the Discipline Policy Review Committee;
- b) Ratify, Approve, and Confirm the appointment of members of the Discipline Policy Review

Committee who were chosen in compliance with La. R.S.17:416.8;

c) Appoint a Board member as the Board’s representative to serve as chairman of the Discipline Policy Review Committee (Annette Ballard is the present Board representative);

On a motion by Mr. Duhon and a second by Mr. Hardesty, Mrs. Ballard was chosen unopposed to represent the Board on the committee.

d) Authorize the Discipline Policy Review Committee chairman to temporarily replace any discipline committee members whose membership on the committee has ended;

e) Authorize Administrative Directors to jointly choose two parents to serve as Discipline Policy Review Committee members.

Items 7. B-E approved on a unanimous vote on a motion by Mr. Tarver and a second by Mr. Duhon, for all items together.

**C. Approval of Head Start Annual Report/2019-2020**

This items is available for viewing at the end of this document and as a part of the official Minutes posted at [www.cpsb.org](http://www.cpsb.org).

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

**D. Approval for surplus items to be sold at auction February 26-27, 2021**

The annual auction of surplus items will be held at the Beauregard Covered Arena on Friday and Saturday, February 26-27th. Pederson & Pederson Auctions, Inc. will conduct the auction that will also include items from many other entities. Please see list below.

Staff recommendation: Declare listed items as surplus and authorize the items to be sold at auction February 26-27<sup>th</sup> 2021.

4 X 4 X 4 BOXES OF:

MONITORS, KEYBOARDS AND  
OTHER ELECTRONICS AND  
ACCESSORIES

10 BOXES

STUDENT DESK

30

COMPUTER TABLE

1

ARM CHAIRS FOR TABLES

23

ROLLING STOOL

1

COMPUTER STANDS

2

ROUND TABLES

2

REFRIGRATOR

1

FLOOR BUFFERS

2

OFFICE SUPPLIES, SMALL  
BOX

1

STORAGE CABINET, 2

DOOR

1

FREEZER, 3 DOOR REACH-  
IN

2

HOT BOXES

2

DOUBLE STEAMERS

2

SINGLE STEAMER

1

MILK BOX

2

SERVING LINE

3

DOUBLE OVENS

3

FLOOR STRIPPERS	3	WIRE RACK SET	1
ELECTRIC PALLET JACK	1	MISC. KITCHEN SUPPLIES: BASKET, DISH RACK, SLICER, FAN, CART, FOOD TRAYS, ROLLING PIN	1 PALLET
TELEVISIONS	2		
CARPET CLEANING MACHINE	1		
HEAT BUSTER FAN	1		

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

**BID REPORTS**

Mr. Breaux read the following:

**A. Approval of Bid for E-Rate Year 24 (21-22) Cat.2**

Technology Department is requesting for approval for E-Rate Yr. 24 (21-22) Cat. 2 on the following bids:

<b>324-Equipment</b>	<b>Network Switches &amp;1 Gig SFP+</b>	<b>Proposals were received from Waypoint/Dell, SHI, Detel</b>	<b>Bid awarded to SHI for lowest price meeting specifications</b>
<b>324- Equipment Installation</b>	<b>Equipment Installation - Duplex drops, Fiber Runs, Racks, Patch Panels, Switches</b>	<b>Proposals were received from General Informatics, National Networks, Talon Services, Presidio, Detel</b>	<b>Bid awarded to National Networks for lowest price meeting specifications</b>

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

**B. Approval of Bid for Renovations to Westlake High School Girls’ Softball Field (re-bid); District 23 Bond Funds**

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

Renovations to Westlake High School Girls’ Softball Field Re-bid  
SD #23 Bond Funds  
Bid #2021-05PC  
Designed: King Architects, Inc.



GeoSurfaces                      Base Bid \$1,291,000                      Alt # \$54,000  
Central Auction House-NO BID

Contract awarded to Geosurfaces at \$1,345,000 for Base Bid and Alternate as the lowest qualified bidder meeting specifications. Description of Alternate: Site Subgrade preparation as per geotechnical report.

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

**C. Approval of Bid for Band Instruments- Bid #2021-33/Hurricane Laura Funds**

BID 2021-33 – BAND INSTRUMENTS (HURRICANE LAURA) was opened on January 27, 2021 @ 10:00 A.M.

**BIDS WERE SENT TO THE FOLLOWING:**

ACCENT MUSIC  
ALAMO MUSIC  
LAFAYETTE MUSIC  
NICK RAIL MUSIC  
UNIVERSAL MELODY

**BID RESULTS AS FOLLOWS:**

LAFAYETTE MUSIC	\$20,086.90
TAYLOR MUSIC	<u>\$68,553.00</u>
TOTAL	\$88,639.90

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

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

**PERMISSION TO ADVERTISE**

Mr. Breaux read the following:

**A. Phase 3- New Gymnasium – Washington-Marion High School/District 31 Bond Funds**

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

**CORRESPONDENCE**

Mr. Breaux read the following:

A. Change Order Number Six (6) for the project, “Combre-Fondel Elementary Improvements, Phase 2”, District 31 Bond Funds; Bid #2019-01PC; Moss Architects, Inc., Designer; John D. Myers & Associates, Contractor; *Increase* of sixty (60) days.

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

B. Change Order Number Three (3) for the project, “Phase 1, Exterior Upgrades, Washington-Marion High School”, District 31 Bond Funds; Ellender Architects, & Associates, LLC., Designer; PERC Development, LLC., Contractor; *Increase* of \$2,325.37 and *Increase* of fourteen (14) days.

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

**CONDOLENCES**

Mr. Dellafosse recognized Superintendent Bruchhaus regarding the video to all employees.

Mrs. Ballard thanked Jeanice Biondini for her work with the Student Discipline information.

Mr. Castille and Mr. Breaux thanks CFT and Teri Johnson for helping with the book donations to Vincent Settlement Elementary.

Mr. Smith asked for a letter of condolence to the family of Mr. Samuel Smith.

Mr. Hardy and Mr. Wallace asked for a letter of condolence to the family of Mrs. Gisele Newble.

Mr. Breaux asked for a letter of condolence to the family of Mr. Rock Palermo.

**SCHEDULE COMMITTEES**

February 23, 2021.....5:00 p.m. C&I Committee/A&P Committee  
March 23, 2021.....5:00 p.m. Budget Committee

**ADJOURN MEETING**

On a motion to adjourn by Mr. Roberts and a second by Mr. Dellafosse, the meeting was adjourned at 5:56 p.m. on a unanimous vote.

FEBRUARY 9, 2021

*William T. Breyer*

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*John*

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