

Pursuant to LRS 42:19A (1)
any matter not on the published agenda
may be taken up by board only upon
unanimous approval of the members
present.

An individual wishing to place a matter on
the agenda shall submit a request to the
Superintendent at least eight (8) days
prior to the meeting date, stating the nature
of the matter and the time required to
present it. (CPSB Policy File: BCBI)

AGENDA
CALCASIEU PARISH SCHOOL BOARD
3310 BROAD STREET
LAKE CHARLES, LOUISIANA
Tuesday, February 10, 2015

1. **Prayer**— Fred Hardy
2. **Pledge of Allegiance** --- Nautica Hunter, Washington-Marion High School
3. **Roll Call**
4. **Approval of Minutes**
 - A. Calcasieu Parish School Board Meeting of January 13, 2015
5. **Presentations**
 - A. United Way Presentation/Denise Durel, President-CEO, United Way SWLA
 - B. 2014 Principals of the Year/Robert Pete, Administrative Director of High Schools
6. **Superintendent's Report**
7. **Committee Reports**
 - A. A&P Committee, January 27, 2015/Fred Hardy, *Chair*
 - B. Budget Committee, January 27, 2015/Billy Breaux, *Chair*
 - C. C&I Committee, February 3, 2015/Annette Ballard, *Chair*
8. **Take Appropriate Action**
 - A. May 2, 2015 – ½ cent Sales Tax/Proposed Actions
9. **Bid Reports**
 - A. E-Rate Year 18 (2015-2016)/Technology Department
 - B. BID 2015-38 – Chicken Products for Food Service Department

10. Permission to Advertise

- A. Energy Management/HVAC Maintenance Contract/General Funds
- B. Disposal and Payment of Used Tire Casings/Transportation Department

11. Correspondence

- A. Change Order Number Three (3) for the project, "J.I. Watson New Middle School," Bid #2014-06OCm DS #25 Bond Funds; Moss Architects, Inc., Designer; Miller & Associates Dev. Co., Inc., Contractor; *Increase* of \$24,748.87 and *Increase* of seven (7) days.
- B. Change Order Number One (1) for the project, "Phase 1 New Ball Fields, Site Clearing and Dirt Work, Phase 2, Construction of Ball Fields," 2013 Bond Issue Improvements, District #26, Vinton High School; Ellender Architects & Associates, LLC, Designer; Pat Williams Construction, LLC, Contractor; *Increase* of \$131,865.62 and *Increase* of Twenty (20) days.

12. Executive Session

- A. WC Claim #3893042/Attorney Chris Trahan
- B. WC Claim #3894487/Attorney Jeff Cole

13. Condolences/Recognitions

14. Committee Agenda Items

15. Schedule Committees

- Special Called Board Meeting.....February 11, 2015, 3:00 p.m.**
- C&I Committee Meeting.....February 26, 2015, 4:45 p.m.**

Future Committee Items:

- Operation Plan for each school, tied to budget
- Legislative Updates
- Natural gas or propane vehicles
- Update of grant positions
- Administrative Interns to Assistant Principals
- Supplements for High School Counselors
- Lesson Plans
- Investment Policy
- Riverboat Funds Update

January 13, 2015

Lake Charles, Louisiana

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 13, 2015, at 4:45 p.m.

Judge Clayton Davis administered the Oath of Office to all board members. At the conclusion of the swearing-in ceremony, Annette Ballard made a motion to elect Mack Dellafosse as President for 2015. Eric Tarver seconded the motion. Mr. Dellafosse was elected on a unanimous vote. Annette Ballard made a motion to elect Billy Breaux as Vice President for 2015. Chad Guidry seconded the motion. Mr. Breaux was elected on a unanimous vote.

The meeting was called to order by Mack Dellafosse, President. The prayer was led by Alvin Smith; the Pledge of Allegiance was led by Kyle Delino, a student at Iowa High School.

Board members acknowledged and introduced family and friends. Mr. Dellafosse presented Mrs. Ballard with a plaque, thanking her for service as the President for 2014.

ROLL CALL

The roll was called by Superintendent Bruchhaus and the following members were present: Aaron Natali, Fredman Hardy, Glenda Gay, Annette Ballard, Ron Hayes, Dean Roberts, Mack Dellafosse, Eric Tarver, Max Calderera, Alvin Smith, Chad Guidry, Chuck Hansen, Billy Breaux, Wayne Williams, John Duhon.

APPROVAL OF MINUTES

The Minutes of the Calcasieu Parish School Board Meeting of December 9, 2014, were approved by vote on a motion by Mr. Guidry and a second by Mr. Breaux.

SUPERINTENDENT'S REPORT

Mr. Bruchhaus gave the following report:

1. All board members have received their December, 2014 Head Start report:
 - Enrollment – 456 - Waiting List – 90
 - Disabilities – 37 and 43 additional evaluations in process
 - Jake Drost students and parents celebrated Christmas with a visit from Santa and his elves. The Twisters Dance Team from Sulphur High visited the students dressed as elves. The event ended with a surprise gift from Santa.
 - J. D. Clifton celebrated Christmas Around the World with activities in the classrooms after Dads in Action serenaded students and staff with Christmas songs. Santa made a visit to a Disney Christmas at J. D. Clifton sponsored by the Parent Committee, and all students received a Christmas gift donated by our Partner in Education, Joe Miller, Sr. The Head Start children provided songs for the Council on Aging at the Civic Center as well as performed for area nursing homes.
 - Brenda Hunter Head Start: Calcasieu Parish Police Jury has provided activities for fathers and children. Several field trips and additional informational sessions are planned for families. In December, the center hosted a family literacy night. Parents and children rotated to six stations and experienced literacy, music and movement, gross motor activities, and art. GLEAN is an organization that was founded by Nolle Mills. Different organizations donate items from a designated list for different non-profit organizations. Brenda Hunter was selected for the month of November. We received items to ensure school and student success.
2. All board members have received their school population reports, as of December 31, 2014.
3. Continuing with our renewed efforts to keep the Board informed on financial matters, I would like to report our current sales tax numbers for our general fund show December, 2014 collections at \$103,952 over budget for the month. For the 2014-2015 year, collections are \$5,348,710 over budget. Collections for the first six months of the year are \$5,814,334 over the same six months last year.
4. Please save the date of February 11, 2015 for a Special Called Board Meeting regarding the AdvancED exit report. The time is not set, but will probably be mid-afternoon.

I am pleased to report that we participated in the Coats for Kids project and 1,060 coats were collected and distributed to nine agencies to serve the needy in the Lake Charles and Sulphur area. We received a thank you from the Kiwanis Club of Lake Charles, the sponsoring organization of this project

COMMITTEE REPORT

Insurance Committee, December 17, 2014
Billy Breaux, *Chair*

**Mr. Breaux gave the following report as Information Only,
No Action was Taken.**

The Calcasieu Parish School Board Employee Benefits Committee met in the Board Room at 3310 Broad Street, Lake Charles, Louisiana, on Wednesday, December 17, 2014, at 5:00 p.m. The meeting was called to order by Mr. Billy Breaux, Chairman. Mrs. Suzanne Heath gave the invocation and Mr. Mike Hill led the Pledge of Allegiance.

The roll was called with a quorum being present. The following committee members were in attendance; Billy Breaux, Board Member; Diane Bagwell, Karen Bryant, Wayne Foster, Mike Hill, Gerald Treme, Johnnie Sue Moore, Hattie White, Suzanne Heath, Carolyn Toups, and Sue Hinchee. Mrs. Giardina announced to the committee the passing of Mr. John Collins, Committee Member.

Mr. Breaux called the meeting to order and informed the committee of the agenda item Blue Cross Blue Shield of Louisiana Mid-Year Health Insurance Review.

Mrs. Skylar Giardina introduced Mrs. Kathy Sonnier, Account Executive with Blue Cross Blue Shield of Louisiana, for presentation of the group health insurance Mid-Year Review.

Mrs. Sonnier's presentation included overall claim utilization as of mid-year (May 1 – November 30) is up \$1,294,201 for 2014 - 2015. Average net claims PM/PM 2013-2014 was \$624.77 vs. \$652.88 for 2014-2015. In 2013 there were 3054 Single/2082 Family Contracts and 3126 Single/2072 Family for 2014, therefore an average increase of 62 additional contracts per month. Prescription drug utilization PM/PM is 2.08 for 2013 vs. 2.15 for 2014. Generic drug usage is at 80% vs. Brand name drug usage at 20%. The cost of prescription drugs has increased \$1,946,461 over the prior year. The brand drug cost has escalated this year; however the average wholesale price is set by the drug manufacturer. The plan allows compound drugs without limits. Cost shifting cancer chemo treatments that can now be administered through portable pumps and oral oncology class of drugs has emerged. The new Hepatitis C drugs are on the market which has added \$351,885 YTD drugs that did not impact the 2013 YTD comparable claims. BCBSLA has hired a physician who is working with the oncologists to develop the best practice and implement prior authorization protocols. In January BCBS will conduct a complete multi-year analysis of the RX utilization and will provide recommendations and additional findings to the committee. The number of large claims over \$100,000 in 2013 was 13 vs. 22 in 2014; dollars spent increased by \$2.033 M. The number of claims over \$250,000 was 1 in 2013 vs. 2 in 2014, but those 2 claims were up \$741,272. Insurance

paid the plan back \$811,067. The claims data is from May – November 2014.

The new benefits that were effective May 1, 2013, required our plan to meet the requirements of The Patient Protection Affordable Care Act (PPAC). These benefits included Women's Preventive Services covered at first dollar for in-network providers including generic contraceptives along with additional wellness benefits paid at first dollar for all participants (Colonoscopy – age 50-75 every 10 years). New for the plan in 2014 is No Pre-existing Conditions, Large Employer Mandate and Aggregating Out-Of-Pocket.

There being no further business, a motion to adjourn was made by Mr. Mike Hill and seconded by Mrs. Suzanne Heath and approved unanimously at 5:35 p.m.

TAKE APPROPRIATE ACTION

Mr. Dellafosse read the following items:

A. Resolution Authorizing Superintendent to Act on Behalf of the CPSB in All Matters Pertaining to Planning and Construction of Renovations to the Lake Charles Boston Stadium, through Cooperative Endeavor Agreement with Recreation District Number One of Ward Three of Calcasieu Parish

RESOLUTION

A RESOLUTION AUTHORIZING THE SUPERINTENDENT OF SCHOOLS TO ACT ON BEHALF OF THE CALCASIEU PARISH SCHOOL BOARD IN ALL MATTERS PERTAINING TO PLANNING AND CONSTRUCTION OF RENOVATIONS TO LAKE CHARLES BOSTON STADIUM, INCLUDING CERTIFYING REQUESTS TO THE STATE OF LOUISIANA, DIVISION OF ADMINISTRATION, FACILITY PLANNING AND CONTROL.

WHEREAS, the Calcasieu Parish School Board (the "School Board") has entered into a cooperative endeavor agreement with Recreation District No. One of Ward Three of Calcasieu Parish, Louisiana (the "District"), with regard to renovations to Lake Charles Boston Stadium, Planning and Construction (the "Project"), and

WHEREAS, the Project has been granted a portion of funds from the State of Louisiana's Capital Outlay; and

WHEREAS, the State as requested that the District and the School Board each designate an individual to act on its behalf in all matters pertaining to the Project, including certifying requests for State disbursements,

NOW THEREFORE, BE IT RESOLVED by the Calcasieu Parish School Board, as follows:

SECTION 1. The Superintendent of Schools of Calcasieu Parish, Louisiana, is hereby designated as the individual to act on behalf of the Calcasieu Parish School Board in all matters pertaining to renovations to Lake Charles Boston Stadium, Planning and Construction, FP&C Project No. 50-NTW-13-01, including certifying requests for State disbursements.

SECTION 2. This Resolution shall become effective immediately upon its adoption.

This Resolution was declared adopted on this 13th day of January, 2015.

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

B. Approval of Memorandum of Understanding between the CPSB and SOWELA

MEMORANDUM OF UNDERSTANDING
Shared Administrative Coordinator Services

SOWELA Technical Community College (SOWELA)
and
Caldesia Parish School Board (CPSB)

This memorandum of understanding (MOU) summarizes agreements between SOWELA Technical Community College (SOWELA) and the Caldesia Parish School Board's (CPSB) agreement to enter into a partnership to share administrative services that will better serve students enrolled in the Senior Technical Education Program at SOWELA (STEPS) and to create a partnership of mutual benefit to institutions in both sectors. It is expected that this effort will increase student commitment to educational achievement including completion of high school graduation requirements and development of an educational plan extending beyond the high school diploma. This MOU will also increase public awareness of the benefits of a partnership between high schools and local colleges. The following understandings will guide this effort, until modified or amended.

Purpose

The Caldesia Parish School Board (CPSB) and SOWELA Technical Community College (SOWELA) will cooperate to offer challenging college coursework for high school seniors who wish to participate in college-level courses held on SOWELA's campus while completing the requirements for high school graduation. This partnership will afford high school seniors the opportunity to earn college credit in both technical and transferable coursework. This partnership will result in broader educational options for students.

Costs

- A. The salary and benefits cost will be shared between CPSB and SOWELA
 - 1. Administrative Coordinator – monthly total = \$1,770.00
 - a. CPSB will pay \$ 1,385.00 of the total on a monthly basis
 - b. SOWELA will pay \$ 1,385.00 of the total on a monthly basis

Responsibilities

The Administrative Coordinator will:

- A. Report directly to CPSB but will be housed on SOWELA's campus
- B. Provide support to STEPS students and STEPS High School Teachers conducting classes on SOWELA's campus
- C. Ensure that all are aware and adhere to the College's instructional guidelines.
- D. Oversee Grade Reporting from SOWELA faculty and report to the various high schools


Term and Termination

- A. The term of this agreement will be in effect as long as the STEPS program exists, beginning July 1, 2014.
- B. Amendments to this agreement must be in writing and approved by the designated representative of each entity included in this partnership.
- C. Either party may terminate this agreement for cause by giving written notice to the designated representative at least 60 days prior to the commencement of a new academic term.

This agreement can be terminated at any time by mutual written agreement.

Signatures

The terms and provisions, as outlined above, are true and exact to the best of the knowledge by the parties whose signatures appear below and their assigns. Any changes in the above Agreement must be presented in written form and agreed upon by both SOWFA Technical Community College and Calcasieu Parish School Board at least 30 days before any term or provision may be changed.


Signature Date

Signature Date

Dr. Neil Aspinwall, Chancellor
SOWFA Technical Community College

Karl Brachlaus, Superintendent
Calcasieu Parish School Board

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

C. Approval of CPSB Meeting Dates for February 2015-January 2016

2015 Board Dates

2015 Committee Dates

(TENTATIVE- Based on Need)

<u>January 13</u>	<u>January 27</u>
<u>February 10</u>	<u>February 24</u>
<u>March 10</u>	<u>March 24</u>
<u>April 14</u>	<u>April 28</u>
<u>May 12</u>	<u>May 26</u>
<u>June 9</u>	<u>June 23</u>
<u>July 7 (amended to July 14)</u>	<u>July 21</u>
<u>August 11</u>	<u>August 25</u>
<u>September 8</u>	<u>September 22</u>
<u>October 6</u>	<u>October 20</u>
<u>November 3</u>	<u>November 17</u>
<u>December 8</u>	<u>December 15</u>

January 13, 2015

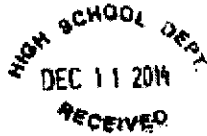
Lake Charles, Louisiana

January 12, 2016

January 26, 2016

Mr. Hardy, with a second by Mr. Breaux, made a motion to approve. Mr. Natali, with a second by Mr. Roberts, offered an amendment to the motion in order to change the July 7 date to July 14. On a vote, the amended motion carried. On a vote for the original motion, the motion carried.

D. Approval of Vinton High School Band Trip/Orlando, Florida/April, 2015



Lake Charles High Schools

Request for Board Approval of Fund, Vendor or Merchandising Activities

School: Vinton High School Date: 12-5-14

Unit requesting fund: Vinton Band

Item to be purchased: Orlando, FL, Florida

Use of funds for: Spring Trip

Benefit to School and School System: Reward trip for band members

Timeline of activities: Monday, 4/6, Travel - Taxes, Wed. & Thurs, Universal Studios, Friday: Travel

Length of fiscal year: 5

List of local activities participating in: JD Basketball games, 12 games evening, parade 2 Xmas parades, Xmas carnival, Marching Festival(s), District Festival, Spring Concerts, Basketball Games, production

Name of vendor or item: Chateau Bus

Amount: 399 per Person not Included

Amount: Food Company incl not 7 meals incl

Unit Fee: _____

Other: _____

Total: 44 x 399 = 17556

Cost per student: _____

(1) Fund Raising Projects: _____
(2) Student Contributions: 17,556

Total: 17,556

[Signature]
Signature of Director or Sponsor

[Signature]
Signature of Principal

[Signature]

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

E. Approval of Barbe High School Band Trip/Orlando, Florida/April, 2015

Calcasieu Parish Schools
Request for Board Approval
Student Out of State Field Trips

School: Alfred M. Barbe High School Date: April 2015- April 12, 2015

Group Requesting: Eric A. M. Barbe, Jazz Band, Symphonic Band, Honor Band, and Flies

Destination: Orlando, Florida

Justification for Trip: Competition, Culture, and Awareness

Benefits School and School System: Recognition, along with the representation of Lake Charles, LA

Schedule of Activities: Disney World, Universal Studios, and Entertainment

Length of Trip (in days): 6 days, April 2-7

List of Local Activities participating in:

Parades - The Barbe Homecoming Parade and McNeese Homecoming Parade

Mode of Transportation: Charter Buses

Budget: \$85,000 - \$95,000 Travel: \$20,000

Lodging: \$15,000 Food: \$18,000

Entry Fee: \$1,000

Other: _____


Total: \$85,000 - \$95,000

Source of Funds

(1) Fund Raising Projects: Candy Sales, Donations, and Fish Fry

(2) Student Contributions: \$850 - \$950

TOTAL: _____


APPROVAL OF PRINCIPAL

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

F. Resolution calling Special Election on May 2, 1015 for new ½ cent sales tax for employee salaries and benefits for 10 years beginning July 1, 2015

Lake Charles, Louisiana
January 13, 2015

The Calcasieu Parish School Board met in regular session at 4:45 o'clock p.m. on Tuesday, January 13, 2015, at the regular meeting place of said Board in the Calcasieu Parish School Board Office, 3310 Broad Street, Lake Charles, Louisiana, pursuant to the provisions of written notice given to each and every member thereof and duly posted in the manner required by law.

The meeting was called to order, and on roll call, the following members were present:

Annette Ballard, Billy Breaux, Max Caldarera, Mack Dellafosse, John Duhon, Glenda Gay, Chad Guidry, Chuck Hansen, Fred Hardy, Ron Hayes, Aaron Natali, Dean Roberts, Alvin Smith, Eric Tarver, and Wayne Williams

ABSENT: None

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

Thereupon, on motion made by Mr. Guidry and seconded by Mr. Breaux, the following resolution was adopted, the vote thereon being as follows:

YEAS: Mrs. Ballard, Mr. Breaux, Mr. Caldarera, Mr. Duhon, Ms. Gay, Mr. Guidry, Mr. Hansen, Mr. Hardy, Mr. Hayes, Mr. Natali, Mr. Roberts, Mr. Smith, Mr. Tarver, and Mr. Williams

NAYS: None

ABSENT: None

NOT VOTING: President Mack Dellafosse

RESOLUTION

A RESOLUTION ORDERING AND CALLING A SPECIAL ELECTION TO BE HELD IN CALCASIEU PARISH, LOUISIANA ON MAY 2, 2015, FOR THE PURPOSE OF SUBMITTING TO THE ELECTORS RESIDING IN THE PARISH QUALIFIED UNDER THE CONSTITUTION AND LAWS OF THE STATE OF LOUISIANA, A PROPOSITION FOR LEVY AND COLLECTION OF A SPECIAL SALES AND USE TAX OF ONE-HALF OF ONE PERCENT (½ OF 1%) FOR A PERIOD OF TEN YEARS BEGINNING JULY 1, 2015, UPON THE SALE AT RETAIL, THE USE, THE LEASE OR RENTAL, THE CONSUMPTION AND STORAGE FOR USE OR CONSUMPTION OF TANGIBLE PERSONAL PROPERTY AND ON SALES OF SERVICES IN THE PARISH; AND MAKING APPLICATION TO THE STATE BOND COMMISSION IN CONNECTION THEREWITH.

WHEREAS, in compliance with Act No. 267 of 2013, notice of the Board's intention to call an election for submittal of a proposition for levy and collection of a sales and use tax with proceeds of the tax dedicated exclusively for supplementing the salaries and benefits of teachers and other employees of the Calcasieu Parish School Board, was published on December 10, 2014, in the official journal of the Board, and was announced to the public during the course of the December 9, 2014 meeting; and

WHEREAS, the Calcasieu Parish School Board desires to provide for holding an election at which the proposition of imposition of the special sales and use tax may be submitted;

NOW, THEREFORE, BE IT RESOLVED by the Parish School Board of Calcasieu Parish, Louisiana:

SECTION 1. Subject to the approval of the Louisiana State Bond Commission, and under the authority conferred by Article 6, Section 29(B) of the Louisiana Constitution of 1974, and Part I of Chapter 2-D of Subtitle II of Title 47 of the Louisiana Revised Statutes of 1950, as amended (in particular, La. R.S. 47:338.54 and 47:338.84), and other constitutional and statutory authority supplemental thereto, a special election be and is hereby called and ordered to be held in Calcasieu Parish, Louisiana, on Saturday, the 2nd day of May, 2015, between the hours of seven (7:00) o'clock a.m. and eight (8:00) o'clock p.m., in compliance with the provisions of Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and that at said special election there be submitted to all qualified electors of Calcasieu Parish, Louisiana, entitled and qualified to vote at said election under the Constitution and laws of the United States and the State of Louisiana, the following proposition:

SALES TAX PROPOSITION

Shall the Calcasieu Parish School Board, Calcasieu Parish, Louisiana, under the provisions of Article 6, Section 29(B) of the Constitution of 1974 of the State of Louisiana, La. R.S. 47:338.54 and 47:338.84, and other constitutional and statutory authority supplemental thereto, for a period of ten years beginning July 1, 2015, be authorized to levy and collect, and adopt an ordinance providing for such levy and collection, a tax of one-half of one percent ($\frac{1}{2}$ of 1%), with collections from the tax estimated to be \$22,500,000 for one entire year, upon the sale at retail, the use, the lease or rental, the consumption and storage for use or consumption of tangible personal property and on sales of services in Calcasieu Parish, Louisiana, all presently or hereafter defined in La. R.S. 47:301 through La. R.S. 47:317, with the proceeds of the tax to be dedicated exclusively for supplementing the salaries and benefits of teachers and other employees of the Calcasieu Parish School Board?

SECTION 2. The polling places set forth in the Notice of Special Sales Tax Election referred to in Section 4 hereof, be and the same are hereby designated as the polling places at which to hold such election, subject to any changes which may be required by law.

SECTION 3. Officers designated or such substitutes as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, shall hold the said election substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. The election officers shall make due returns of the election at a regular meeting of the Calcasieu Parish School Board to be held at its regular meeting place, the School Board Office, 3310 Broad Street, Lake Charles, Louisiana, on **Tuesday, the 12th day of May, 2015, at 4:45 o'clock p.m.**, at which time the School Board will, then and there, in open and public

session, examine and canvass the returns and declare the result of said special election. The compensation of election officials be and the same is hereby fixed at the sum as specified in Section 426.1 of Title 18 of the Louisiana Revised Statutes of 1950, as amended. Assessed valuations shall not be voted in this election, and all qualified electors of Calcasieu Parish Louisiana are entitled to vote. Voting machines shall be used in this election and voters shall not be required to sign a ballot or vote assessed valuation of property. The permanent registration law of the State of Louisiana being in force in Calcasieu Parish said election shall be conducted in accordance with applicable provisions thereof.

SECTION 4. The Secretary of the Calcasieu Parish School Board is hereby empowered authorized and directed to publish entirely separate and apart from any publication which may be made of this resolution once a week for four consecutive weeks with the first publication not less than forty-five days nor more than ninety days before the date of the election in the *Lake Charles American Press*, a newspaper published daily in Lake Charles, Louisiana, and having general circulation in Calcasieu Parish, Louisiana, a Notice to Voters of Special Sales Tax Election, in substantially the form attached as Exhibit A.

SECTION 5. The Secretary of the Calcasieu Parish School Board be and he is hereby empowered, authorized and directed to arrange for the furnishing to the election officers, in ample time for the holding the election the necessary equipment, forms and other election paraphernalia essential to the proper holding of said election.

SECTION 6. Application is hereby formally made to the State Bond Commission, Baton Rouge, Louisiana, in compliance with the requirements of Chapter 2, Title 47 of the Louisiana Revised Statutes of 1950, as amended, and in compliance with Article 6, Section 29(B) of the Constitution of 1974 of the State of Louisiana, and other Constitutional and statutory authority supplemental thereto, for consent, approval and authority to hold the aforesaid election in Calcasieu Parish, Louisiana, under the provisions of Part I of Chapter 2-D of Subtitle II of Title 47 of the Louisiana Revised Statutes of 1950, as amended (in particular, La. R.S. 47:338.54 and 47:338.84), and other Constitutional and statutory authority supplemental thereto, and in the event such election carries, for its consent and authority to levy and collect the tax therein provided. The Secretary is empowered, authorized and requested to forward to the State Bond Commission a certified copy of this resolution which shall constitute a formal application to said Commission as herein provided.

SECTION 7. By virtue of the Calcasieu Parish School Board's application for, acceptance and utilization of the benefits of the Louisiana State Bond Commission's approval(s) resolved and set forth herein, the Board resolves that it understands and agrees that such approval(s) are expressly conditioned upon, and it further resolves that it understands, agrees and binds itself, its successors and assigns to, full and continuing compliance with the "State Bond Commission Policy on Approval of Proposed Use of Swaps, or other forms of Derivative Products Hedges, Etc.," adopted by the Commission on July 20, 2006, as to the borrowing(s) and other matter(s) subject to the

approval(s), including subsequent application and approval under said Policy of the implementation or use of any sway(s) or other product(s) or enhancement(s) covered thereby.

SECTION 8. Certified copies of this Resolution shall be forwarded to the Secretary of State, the Clerk of Court and Ex-Officio Custodian of Voting Machines in and for the Parish of Calcasieu, and the Registrar of Voters, as notification of the special election herein called in order that each may prepare for said election and perform their respective functions as authorized and required by law.

SECTION 9. All resolutions, ordinances, or orders in conflict herewith, be, to the extent of such conflict, and they are hereby repealed.

Exhibit A

NOTICE TO VOTERS OF
SPECIAL SALES TAX ELECTION

To the qualified electors of Calcasieu Parish, Louisiana:

YOU ARE HEREBY NOTIFIED that on the 13th day of January, 2015, the Calcasieu Parish School Board ordered that a special election be held in Calcasieu Parish, Louisiana, on Saturday, the 2nd day of May, 2015, for the purpose of submitting to all qualified electors of Calcasieu Parish, the following proposition:

SALES TAX PROPOSITION

Shall the Calcasieu Parish School Board, Calcasieu Parish, Louisiana, under the provisions of Article 6, Section 29(B) of the Constitution of 1974 of the State of Louisiana, La. R.S. 47:338.54 and 47:338.84, and other constitutional and statutory authority supplemental thereto, for a period of ten years beginning July 1, 2015, be authorized to levy and collect, and adopt an ordinance providing for such levy and collection, a tax of one-half of one percent (½ of 1%), with collections from the tax estimated to be \$22,500,000 for one entire year, upon the sale at retail, the use, the lease or rental, the consumption and storage for use or consumption of tangible personal property and on sales of services in Calcasieu Parish, Louisiana, all presently or hereafter defined in La. R.S. 47:301 through La. R.S. 47:317, with the proceeds of the tax to be dedicated exclusively for supplementing the salaries and benefits of teachers and other employees of the Calcasieu Parish School Board?

Said election will be held at all polling places which are situated within the boundaries of Calcasieu Parish, Louisiana. All registered voters in each of the following precincts shall be eligible to vote on the proposition:

PRECINCT POLLING PLACE

160 E Gillis Elementary School, 916 Topsy Road, Gillis

160 W	Gillis Elementary School, 916 Topsy Road, Gillis
161	Gillis Elementary School, 916 Topsy Road, Gillis
162 E	Moss Bluff Middle School, 1104 Recreation Boulevard, Moss Bluff
162 W	Moss Bluff Middle School, 1104 Recreation Boulevard, Moss Bluff
163	Sam Houston High School, 880 Sam Houston Jones Parkway, Moss Bluff
164	Moss Bluff Elementary School, 481 Sam Houston Jones Parkway, Moss Bluff
165	Sam Houston High School, 880 Sam Houston Jones Parkway, Moss Bluff
166 E	Moss Bluff Elementary School, 481 Sam Houston Jones Parkway, Moss Bluff
166 W	Moss Bluff Elementary School, 481 Sam Houston Jones Parkway, Moss Bluff
167	Sam Houston High School, 880 Sam Houston Jones Parkway, Moss Bluff
260	Holmwood Fire Station, 5599 Highway 14 East, Holmwood
261	Sheriff's Sub-Station, Bell City Branch, 7085 Highway 14 East, Bell City
262	Hayes Fire Station, 8141 Galley Road, Hayes
300	Ray D. Molo Middle School, 2300 Medora Street, Lake Charles
301	Washington/Marion High School, 2802 Pineview Street, Lake Charles
302	Chateau du Lac, 333 Mill Street, Lake Charles
303	Ralph Wilson Elementary School, 1400 Opelousas Street, Lake Charles
304	Allen P. August Multi-Purpose Annex, 2000 Moeling Street, Lake Charles (Formerly Calcasieu Parish Multi-Purpose Center, 2001 Moeling Street, Lake Charles)
305	Jessie D. Clifton Elementary School, 100 N. Prater Street, Lake Charles
306	Drew Park Pavilion, 416 South Ryan Street, Lake Charles
307	Chateau du Lac, 333 Mill Street, Lake Charles <i>(Merged with 303W)</i>
308	Calcasieu Parish School Board Curriculum and Instruction Office, 600 South Shattuck Street, Lake Charles
309 E	Foreman-Reynaud YMCA, 215 Albert Street, Lake Charles

(Consolidated with 309W)

- 309 W Foreman-Reynaud YMCA, 215 Albert Street, Lake Charles
- 310 Calcasieu Parish Courthouse, first floor lobby, 1000 Ryan Street, Lake Charles
- 311 Pearl Watson Elementary School, 1300 5th Street, Lake Charles
- 312 Calcasieu Parish School Board Office, Rosteet Annex, 2423 6th Street, Lake Charles
- 313 E John F. Kennedy Elementary School, 2001 Russell Street, Lake Charles
- 313 W John F. Kennedy Elementary School, 2001 Russell Street, Lake Charles
- 314 St. Louis High School, 1620 Bank Street, Lake Charles
- 315 E Lake Charles/Boston High School, 1509 Enterprise Boulevard, Lake Charles
- 315 W Lake Charles/Boston High School, 1509 Enterprise Boulevard, Lake Charles
- 316 E Barbe Elementary School, 400 Penn Street, Lake Charles
- 316 W Barbe Elementary School, 400 Penn Street, Lake Charles
- 317 Barbe Elementary School, 400 Penn Street, Lake Charles
- 318 T. S. Cooley Elementary School, 2711 Common Street, Lake Charles
- 319 N St. Margaret School, 2510 Enterprise Boulevard, Lake Charles
- 319 S St. Margaret School, 2510 Enterprise Boulevard, Lake Charles
- 320 E Oak Park Elementary School, 2001 18th Street, Lake Charles
- 320 W Oak Park Elementary School, 2001 18th Street, Lake Charles
- 321 T. H. Watkins Elementary School, 2501 7th Avenue, Lake Charles
- 322 Oak Park Middle School, 2200 Oak Park Boulevard, Lake Charles
- 323 T. H. Watkins Elementary School, 2501 7th Avenue, Lake Charles
- 324 Fairview Elementary School, 3955 Highway 14, Lake Charles
- 325 Prien Lake Elementary School, 3741 Nelson Road, Lake Charles
- 326 College Oaks Elementary School, 3618 Ernest Street, Lake Charles
- 327 Henry Heights Elementary School, 3600 Louisiana Avenue, Lake Charles

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- 328 Brentwood Elementary School, 3825 Brentwood Avenue, Lake Charles
- 329 Brentwood Elementary School, 3825 Brentwood Avenue, Lake Charles
- 330 Fairview Elementary School, 3955 Highway 14, Lake Charles
- 331 College Oaks Elementary School, 3618 Ernest Street, Lake Charles
- 332 N Gayle Hall, McNeese State University Campus, 4380 Ryan Street, Lake Charles
- 332 S Gayle Hall, McNeese State University Campus, 4380 Ryan Street, Lake Charles
- 333 S. J. Welsh Middle School, 1500 West McNeese Street, Lake Charles
- 334 S. J. Welsh Middle School, 1500 West McNeese Street, Lake Charles
- 335 Gayle Hall, McNeese State University Campus, 4380 Ryan Street, Lake Charles
- 336 A. A. Nelson Elementary School, 1001 Country Club Road, Lake Charles
- 337 Dolby Elementary School, 817 Jefferson Drive, Lake Charles
- 338 Forrest K. White Middle School, 1000 E. McNeese Street, Lake Charles
- 339 Dolby Elementary School, 817 Jefferson Drive, Lake Charles
- 340 Positive Connections, 5282 Weaver Road, Lake Charles (Formerly St. John Elementary School)
- 360 Ward Three Fire Protection District No. Two Fire Station, 3088 Old Town Road, Lake Charles
- 361 Cal. Parish Public Works East Maint. Facility, 5500-B Swift Plant Road, Lake Charles (Formerly Calcasieu Parish Alternative School, 2903 Opelousas Street, Lake Charles)
- 362 Prien Lake Park Pavilion, 3700 Prien Lake Road, Lake Charles
- 363 Prien Lake Park Pavilion, 3700 Prien Lake Road, Lake Charles
- 364 Fairview Elementary School, 3955 Highway 14, Lake Charles
- 365 St. John Elementary School, 5566 Elliott Road, Lake Charles
- 366 St. John Elementary School, 5566 Elliott Road, Lake Charles
- 367 St. John Elementary School, 5566 Elliott Road, Lake Charles

368	A.A. Nelson Elementary School, 1001 Country Club Road, Lake Charles
369	M. J. Kaufman Elementary School, 301 Tekel Road, Lake Charles
370	Calcasieu Parish Agricultural Services Center, 7101 Gulf Highway, Lake Charles
371 N	Calcasieu Parish Agricultural Services Center, 7101 Gulf Highway, Lake Charles
371 S	Calcasieu Parish Agricultural Services Center, 7101 Gulf Highway, Lake Charles
372	St. John Elementary School, 5566 Elliott Road, Lake Charles
400	D. S. Perkins Elementary School, 565 North Crocker Street, Sulphur
401	Calcasieu Parish Health Unit, Sulphur Branch, 201 Edgar Street, Sulphur
402	Frasch Park Recreation Center, 400 Picard Road, Sulphur
403	Frasch Elementary School, 540 South Huntington, Sulphur
404	R. W. Vincent Elementary School, 1634 Beglis Parkway, Sulphur
405	Center Circle Recreation Building, 80 Center Circle, Maplewood
406	W. T. Henning Elementary School, 774 Henning Drive, Sulphur
407	R. W. Vincent Elementary School, 1634 Beglis Parkway, Sulphur
408	T. D. McMurry Park Gymnasium, 300 South Hazel Street, Maplewood
440	Westlake High School, 1000 Garden Drive, Westlake
441	S. P. Arnett Middle School, 400 Sulphur Avenue, Westlake
460 E	Ward Four Fire Protection District No. Four Fire Station, 789 W. Houston River Road, Sulphur
460 W	Ward Four Fire Protection District No. Four Fire Station, 789 W. Houston River Road, Sulphur
461	Mossville Recreation Center a/k/a Josh Rigmaiden Center, 3825 Old Spanish Trail, Mossville
463	Westlake High School, 1000 Garden Drive, Westlake (<i>Merged with 462</i>)
464	S. P. Arnett Middle School, 400 Sulphur Avenue, Westlake

465	Frasch Park Recreation Center, 400 Picard Road, Sulphur
466 E	Cypress Cove Elementary School, 700 Currie Drive, Carlyss
466 W	Cypress Cove Elementary School, 700 Currie Drive, Carlyss
467	Cypress Cove Elementary School, 700 Currie Drive, Carlyss
468	Ward Four Recreation - Carlyss Complex, 6043 Carlyss Drive, Carlyss
469	Ward Four Recreation - Carlyss Complex, 6043 Carlyss Drive, Carlyss
560	Starks School, 137 Highway 109 South, Starks
561	Starks School, 137 Highway 109 South, Starks
562	Edgerly Fire Station, 2205 Edgerly Road, Vinton
600	DeQuincy High School, 207 North Overton, DeQuincy
601	DeQuincy City Hall, 300 Holly Street, DeQuincy
602	DeQuincy Branch Library, 102 West Harrison Street, DeQuincy
603	Sheriff's Sub-Station, DeQuincy Branch, 618 Center Street, DeQuincy
660	Ward Six Fire Protection District No. One, Company No. One Fire Station, 1271 Highway 27 North, DeQuincy
661	Ward Six Fire Protection District No. One, Company No. Two Fire Station, 4775 Highway 27, DeQuincy
662	Ward Six Fire Protection District No. One, Company No. Two Fire Station, 4775 Highway 27, DeQuincy
663	Ward Six Fire Protection District No. One, Company No. Three Fire Station, 3533 Highway 27, Sulphur
664	Ward Six Fire Protection District No. One, Company No. Three Fire Station, 3533 Highway 27, Sulphur
700	Vinton City Hall, 1201 Horridge Street, Vinton
701	Vinton Northside Middle School, 900 Horridge Street, Vinton
702	Vinton High School, 1603 Grace Street, Vinton
703	Shaw Park Recreation Building, 1615 Horridge Street, Vinton

- 760 Ward Seven Fire Station, 2815 Foreman Road, Vinton
- 761 Ward Seven Fire Station, 2815 Foreman Road, Vinton
- 762 Edgerly Fire Station, 2205 Edgerly Road, Vinton
- 800 Iowa High School, 401 Miller Street, Iowa
- 801 J. I. Watson Elementary School, 221 East First Street, Iowa
- 860 N LeBleu Settlement Elementary School, 6509 Highway 3059, Iowa
- 860 S LeBleu Settlement Elementary School, 6509 Highway 3059, Iowa
- 861 E Ward Eight Fire Protection District No. Two Fire Station, 3395 Manchester Road, Manchester
- 861 W Ward Eight Fire Protection District No. Two Fire Station, 3395 Manchester Road, Manchester

The polls will be open at seven (7:00) o'clock a.m. and shall remain open until not later than eight (8:00) o'clock p.m. The special election will be held substantially in accordance with the general election laws of the State of Louisiana, except that the election is called and shall be conducted, canvassed, and promulgated, and notice thereof given in accordance with the procedures set forth in Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended. The officials appointed to hold the election or such substitutes therefor as may be selected, designated and sworn in compliance with Sections 1286 through 1289 of Title 18 of the Louisiana Revised Statutes of 1950, as amended, will make due returns thereof to the Calcasieu Parish School Board. Voting machines will be used in the conduct of the election. All qualified electors of Calcasieu Parish, Louisiana, will be entitled to vote. No voter shall be required to sign a ballot or vote assessed valuation of property.

Notice is hereby given that on Tuesday, the **12th day of May, 2015, at 4:45 o'clock p.m.**, the Calcasieu Parish School Board will meet in open and public session at the School Board Office, 3310 Broad Street, Lake Charles, Louisiana, and will, then and there, in open and public session, examine and canvass the returns and declare the results of said election.

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

PERMISSION TO ADVERTISE

Mr. Dellafosse read the following items:

A. Janitorial Supplies/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

B. Copy Paper/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

C. Food and Supplies/School Food Service Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

D. Large & Small Equipment, Small Wares/School Food Service Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

E. Fire Alarm Inspections/Maintenance Department/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

F. Hood System Inspections/Maintenance Department/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

G. Waste Disposal Services/Maintenance Department/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

H. Grass Cutting Services/Maintenance Department/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

I. Well Water Monitoring/Maintenance Department/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

J. Batteries for Transportation/Transportation Department/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

K. Security Services/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

L. Magazine for Libraries/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

M. Library Books/General Funds

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

N. Pre-packaged School Supplies/Title X/McKinney-Vento Homeless Student Act

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

O. Request for proposals for audit services

On a motion by Mr. Breaux and a second by Mr. Hardy, the motion carried.

BID REPORTS

A. Bid #2015-37/Small Wares for Food Service Department

BID 2015-37 – SMALL WARES (FOOD SERVICE DEPT) was opened on January 6, 2015 at 1:00 p.m.

BIDS WERE SENT TO THE FOLLOWING VENDORS:

CALICO INDUSTRIES
CENTRAL RESTAURANT PRODUCTS
ECONOMICAL JANITORIAL
LA FOOD SERVING EQUIPMENT
SW BAR NEEDS

BID RESULTS AS FOLLOWS:

CALICO INDUSTRIES	\$ 966.90
ECONOMICAL JANITORIAL	\$ 5,534.06
LA FOOD SERVING EQUIPMENT	\$ 3,881.13
PUEBLO HOTEL SUPPLY	\$ 193.86
SAM TELL	<u>\$15,633.83</u>
TOTAL	\$26,209.78

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

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

B. Bid #2015-34/Electronic Marquee for Maplewood Middle School/Donations

BID 2015-34 – ELECTRONIC MARQUEE FOR MAPLEWOOD SCHOOL was opened on January 6, 2015 at 10:00 a.m.

BIDS WERE SENT TO THE FOLLOWING VENDORS:

ACME SIGN COMPANY
GOLDEN RULE SIGNS
IDENTITY MANAGEMENT
SIGNKO
STEWART SIGNS

BID RESULTS AS FOLLOWS:

AAA SIGNS	\$42,500.00
Coogan & Coogan	\$28,435.00

BID RESULTS AS FOLLOWS:

AAA SIGNS	\$42,500.00
Coogan & Coogan	\$28,435.00
Golden Rule	\$32,602.80
Identity Management	\$32,155.64
National Sign	\$73,300.00
Signs Plus	\$35,236.30
Stewart Signs	\$36,898.00

THE STAFF RECOMMENDS AWARDING TO COOGAN & COOGAN AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.

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

CORRESPONDENCE

Mr. Dellafosse, along with Mr. Hardy, read the following items:

A. Change Order Number Two (2) for the Project, "LeBleu Settlement Elementary New Gymnasium/Auditorium," Bid #2014-02PC, District #25 Bond Funds; Moss Architects, Inc., Designer; John D. Myers & Associates, Contractor; *Decrease of* \$8,240.88.

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

B. Recommendation of Acceptance for the Project, "LeBleu Settlement Elementary New Gymnasium/Auditorium," District #25 Bond Funds.

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

C. Recommendation of Acceptance for the Project, "T&I Renovations, Phase 2B," CDBG Funds

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

CONDOLENCES/RECOGNITIONS

Mr. Hardy asked for letters of condolence to the following:

The family of Coach Abraham Nash, at the loss of his son

The family of Mrs. Hilda Pitre

The family of Mr. Herbert Charles

COMMITTEE AGENDA ITEMS

Mr. Roberts and Mr. Tarver asked for an update on Curriculum & Instruction committees.

Mr. Dellafosse recognized LaGrange High School for their upcoming production, Shrek, Jr.

Mr. Hardy asked for information on Investment policies, Riverboat Funds, Program Accountability

Mr. Tarver asked for discussion on changing the time of all evening meetings and video taping the meetings.

SCHEDULE COMMITTEES

Board In-Service.....January 23, 2015, 8:30-3:00
 A&P Committee..... January 27, 2015, 4:45 p.m.
 Budget Committee.....January 27, 2015, (to follow)
 Special Called Board Meeting/AdvancEd Report.....February 11, 2015, 3:00
 Curriculum & Instruction Committee to be scheduled at a later date.

On a motion to adjourn by Mrs. Ballard and a second by Mr. Hayes, the meeting was adjourned at 6:02 p.m.

Mack Dellafosse, President

Karl Bruchhaus, Secretary

Future Committee Items:

- Operation Plan for each school, tied to budget
- Legislative Updates
- Natural gas or propane vehicles
- Update of grant positions
- Administrative Interns to Assistant Principals
- Supplements for High School Counselors
- Lesson Plans
- Investment Policy
- Riverboat Funds Update

ITEM 7 A

Calcasieu Parish School Board Administration and Personnel Committee Minutes January 27, 2015

The Calcasieu Parish School Board Administration and Personnel Committee met Tuesday, January 27, 2015 at 4:45 P.M. in the Board room at 3310 Broad Street, Lake Charles, Louisiana. A quorum was present. The prayer was said by Mr. Hayes and Mr. Natali led the Pledge of Allegiance.

Present: Fred Hardy, Chair, Committee members Chad Guidry, Max Calderera, John Duhon, Glenda Gay, Aaron Natali, Alvin Smith, Wayne Williams and Gary Anderson, Secretary. Other Board members present were Annette Ballard, Ron Hayes, Dean Roberts, Eric Tarver, Billy Breaux and Mack Dellafosse.

Absent: Chuck Hansen

Mr. Hardy called the meeting to order.

On motion of Mr. Dellafosse, seconded by Mr. Duhon, the Committee approved adding to the agenda Item 5, Revision of Calcasieu Parish School Board policy to limit the time for public comments on School Board agenda items to three (3) minutes, rather than five (5) minutes, if at the time the agenda item is announced by the chair fifteen (15) or more requests to appear forms have been submitted with regard to that agenda item.

On motion by Mr. Dellafosse, seconded by Mr. Duhon, the Committee approved adding to the agenda Item 6, Revision of Calcasieu Parish School Board policy to permit requests to appear forms to be submitted on an agenda item prior to the time the chair states that this agenda item is ready for discussion or action.

Mr. Anderson presented the first set of policies regarding changes that were the result of legislative action.

- JBCE**, Public School Choice
- ABCC**, Term of Office
- BCBB**, Notification of School Board Meetings
- BCBD**, Agenda Preparation and Dissemination
- BCBH**, Minutes of School Board Meetings
- BCBK**, Executive Sessions
- EDD**, School Bus Scheduling and Routing
- GBRJ**, Substitute Personnel
- ID**, Curriculum
- IFA**, Instructional Materials
- JBC**, School Admission
- BBA**, Officers and Their Duties

DE, Debt Limitation
DFD, Tax and Bond Elections and Sales
DFL, Cash Management and Investments
DJE, Purchasing

On motion by Mr. Guidry, seconded by Mr. Breaux and approved, to accept the policies as presented with the following exceptions on Policy BCBB and Policy BCBD.

The policies state:

FILE: JBCE

PUBLIC SCHOOL CHOICE

PUBLIC SCHOOL CHOICE

The Calcasieu Parish School Board is required by both Federal law and the Louisiana School Accountability Program to develop and maintain a *Public School Choice* policy for any school with a *School Performance Score* (SPS) below levels set by the Louisiana Board of Elementary and Secondary Education (BESE). ~~and considered in School Improvement Level II or higher. Additionally, those Title I schools that have failed the subgroup component of the state's accountability system for one year or are in School Improvement II or higher for subgroup component failure shall also be a part of a School Choice program.~~ *School Choice* allows eligible students to transfer to an academically acceptable school. ~~*Subgroup component* refers to the testing performance within a specified subgroup of students.~~

Once schools eligible to receive students have been identified, a school-site utilization study shall be conducted as needed in all schools to determine the extent to which capacity exists to possibly accommodate students from schools offering choice, including students with special needs and/or students with disabilities. Only those schools that are labeled *academically acceptable* shall be considered eligible to receive students.

The Superintendent and staff shall be responsible for developing and managing a *School Choice Plan*, which shall determine the schools to which students may transfer, which students shall have priority in transferring, and all other regulations and procedures for supervising school choice within the school district.

Notification

Notification of parents of their school choice options shall be sent as early as possible, but not later than the first day of the school year for the schools that are required to offer choice. If there are no choice options available, this information shall be included in the notification sent parents.

Eligibility of Students

All students in a school required to offer choice shall be eligible to transfer. However, the School Board shall give priority to ~~the lowest achieving students from low income families, as determined by the School Board~~ students from the lowest performing schools.

LOUISIANA PUBLIC SCHOOL CHOICE

Unless a violation of a court order, the parent or legal guardian of any student may seek to enroll his/her child in the public school of his/her choice, without regard to residence, school system geographic boundaries, or attendance zones, provided that:

1. The public school in which the student was most recently enrolled, or would otherwise attend, received a school performance letter grade of D or F for the most recent school year, and
2. The school to which the student seeks to enroll received a school performance letter grade of A, B, or C, for the most recent school year, and has sufficient capacity at the appropriate grade level.

Transportation shall not be provided to a student who enrolls in a public school that is located outside the geographic boundaries of the School Board in which the student resides, if providing such transportation will result in additional cost to the School Board.

The Superintendent shall be authorized to develop pertinent administrative regulations and procedures governing students seeking enrollment under the *Louisiana Public School Choice* section of this policy. Such regulations and procedures shall include entering into interdistrict agreements with other city, parish, or local School Boards to provide for the admission of students, and the transfer of school funds or other payments by one School Board to another for, or on account of, such attendance.

Enrollment under *Louisiana Public School Choice* shall only be for one school year, or applicable portion thereof if a student enrolls after the start of the school year.

Revised: August, 2014

Ref: 20 USC 6316 (*No Child Left Behind*, Section 1116); La. Rev. Stat. Ann. §§17:105, 17:4035.1; *Louisiana School, District, and State Accountability System*, Bulletin 111, Louisiana Department of Education; Board minutes, 12-7-04.

FILE: ABCC

TERM OF OFFICE

All members of the Calcasieu Parish School Board shall serve for four-year concurrent terms. School Board members shall be elected at the same time as members of the United States Congress are elected to office.

The term of each member shall begin on January 1, following his/her election and expire on December 31, four (4) years later. Effective January 1, 2014, School Board members shall be limited to three (3) consecutive four-year terms.

Revised: September, 2014

Ref: La. Rev. Stat. Ann. §§17:52, 17:60.4, 17:71.2, 17:71.3.

FILE: BCBB
Cf: BC, BCDD, DFD

NOTIFICATION OF SCHOOL BOARD MEETINGS

The Calcasieu Parish School Board shall give written public notice of all regular meetings, if established by resolution, at the beginning of each calendar year. The School Board shall also give written public notice of any regular, special, or rescheduled meeting, no later than twenty-four (24) hours, exclusive of Saturdays, Sundays, and legal holidays, before the meeting. Such notice shall include the specified time, date, and place of the meeting. The School Board shall, in cases of extreme emergency where the need exists to convene a meeting at the earliest possible time, provide such public notice as it deems appropriate and circumstances permit.

~~Notice for committee meetings shall be given one (1) week in advance of the date of the meeting, whenever possible, but in no case less than twenty four (24) hours, exclusive of Saturdays, Sundays, and legal holidays, prior to the meeting.~~

Public notice of any meeting shall include the agenda, date, time, and place of the meeting. The agenda included in the notice shall be reasonably clear so as to advise the public in general terms of each subject to be discussed at the public meeting. In addition, attached to the written notice shall be information on any matters to be discussed in executive session. The notice shall indicate the following:

1. A statement identifying the court, case number, and the parties relative to any pending litigation to be considered at the meeting.
2. A statement identifying the parties involved and reasonably identifying the subject matter of any prospective litigation for which formal written demand has been made that is to be considered at the meeting.

Written public notice given by the School Board shall include, but not be limited to:

1. Posting a copy of the notice at the School Board's central office or by publication of the notice in the School Board's official journal no less than twenty-four (24) hours, exclusive of Saturdays, Sundays, and legal holidays, before the scheduled time of the meeting.
2. Mailing a copy of the notice to any member of the news media who requests notice of such meetings; any such member of the news media shall be given notice of all meetings in the same manner as is given to members of the School Board.
3. In addition to the above, by providing notice on the School Board's website no less than twenty-four (24) hours, exclusive of Saturdays, Sundays, and legal holidays, immediately preceding the meeting.

Revised: November, 2012

Revised: September, 2014

Ref: La. Rev. Stat. Ann. §§17:81, 42:19, 42:19.1, 42:23; Board minutes, 2-5-13.

FILE: BCBD
Cf: BCB, BCBB
Cf: BCBI, BCBD,AP

AGENDA PREPARATION AND DISSEMINATION

The Calcasieu Parish School Board President shall direct the Superintendent to prepare, or cause to be prepared, an agenda for all regular School Board meetings. Items of business may be suggested by School Board members, administrative staff, employees, school patrons, or lay citizens of the school district for inclusion on the agenda. The agenda shall not be changed less than twenty-four (24) hours, exclusive of Saturdays, Sundays, and legal holidays, prior to the scheduled time of the meeting.

Each item on the agenda shall be listed separately and described with reasonable specificity. Before the School Board may take any action on the agenda item, the presiding officer or his/her designee shall read aloud the description of the item.

In a timely manner, a School Board member's request or proposal must absolutely be taken under consideration or placed on the School Board agenda. At the discretion of a School Board member, a determination of the request or proposal may be resolved by the Superintendent or his/her designee or by the committee system. A request to be considered for a place on the agenda of any items or by any group or individual other than a School Board member shall be filed in writing with the Superintendent no later than eight (8) days preceding the next scheduled School Board meeting. Any material to be used must be submitted at the time of the request.

For administrative staff, employees, school patrons, or lay citizens, the Superintendent shall be authorized to waive the eight-day requirement if in his/her judgment the matter to be brought before the School Board is of an emergency nature. In the event the eight-day requirement is waived, and the agenda has been mailed to School Board members, the Superintendent shall, if time permits, mail to School Board members a supplement to the original agenda. Otherwise, the School Board shall be apprised of his/her action in waiving the time requirement at its next meeting. The Superintendent shall be authorized to decide which matters are of a sufficient importance to require School Board attention. The Superintendent's decisions may be appealed to the President of the School Board. Matters which should be handled by the Superintendent and his/her staff shall be left off the agenda and handled by the professional staff in order to conserve School Board time. In the event the Superintendent and his/her staff cannot solve the problem to the satisfaction of the person or delegation, the matter shall be presented to the School Board at the earliest possible date.

All School Board meeting materials and supporting data shall be disseminated to the members of the School Board and shall be mailed no later than five (5) days prior to any School Board meeting (inclusive of the School Board meeting day), whenever possible. In addition to hard copies of the agenda and associated materials, electronic copies shall be made available to School Board members and the public.

Except for announcements, requests for expressions of praise, commendations, sympathy,

and setting dates and times for meetings, an item of business not on the agenda may not be suggested from the floor for discussion except upon **approval of 100% of the members present at a meeting.**

Revised: October, 1999
Revised: September, 2000
Revised: September, 2008
Revised: March, 2009

Revised: June, 2010
Revised: February 5, 2013
Revised: September, 2014

Ref: La. Rev. Stat. Ann. §42:19; Jackson v. Assumption Parish School Board, App. 1 Cir. 1995, 652 So2d 549, 1994-0901 (La. App. 1 Circ. 3/3/95); Board minutes, 8-1-00, 10-7-08, 1-13-09, 3-16-10, 2-5-13.

**FILE: BCBH
Cf: ABD, BBA**

MINUTES OF SCHOOL BOARD MEETINGS

The Calcasieu Parish School Board shall require written minutes of all of its open meetings be kept. Such minutes shall include:

1. The date, time, and place of the meeting.
2. The members of the public body recorded as either present or absent.
3. The substance of all matters decided, and, at the request of any member, a record, by individual member, of any votes taken.
4. Any other information that a simple majority of the School Board members present and voting authorize be included or reflected in the minutes.

The Superintendent shall be responsible for keeping all minutes of the School Board in a book provided for that purpose and, within twenty (20) days after the meeting, present them to be published one (1) time in the official journal of the School Board. The acts of the School Board are filed and maintained in its administrative offices as public records and shall not be moved therefrom.

The School Board shall post on its website a copy of the School Board minutes made available for publication and shall maintain a copy of those minutes on its website for at least three (3) months after the posting. The School Board shall post the minutes on its website within ten (10) days after publication in the official journal.

The minutes shall be public records and shall be available within a reasonable time after the meeting except where such disclosures would be inconsistent with statutory provisions.

OFFICIAL JOURNAL

The School Board shall select a newspaper as the official journal of the School Board to publish all official minutes of School Board meetings, as well as all other legal advertising. The official journal shall meet all qualifications as outlined in state law and any others the School Board may prescribe.

Revised: June, 1997
Revised: August, 2010
Revised: May, 2011

Revised: September, 2012
Revised: September, 2014

Ref: La. Rev. Stat. Ann. §§17:81, 42:12, 42:13, 42:20, 43:141, 43:144, 43:145; Board minutes, 6-3-97, 10-5-10, 2-7-12, 10-2-12.

FILE: BCBK

EXECUTIVE SESSIONS

The Calcasieu Parish School Board shall be authorized to hold executive sessions upon an affirmative vote, taken at an open meeting for which notice has been given in accordance with state law, of ***two-thirds of the members present***. The vote of each member on the question of holding an executive session and the reason for holding such an executive session shall be recorded and entered into the minutes of the meeting.

Such executive sessions shall be restricted only to matters allowed to be exempted from discussion at open meetings. No final or binding action shall be taken at such a closed meeting; nor shall such closed meetings be used as a subterfuge to defeat the statutory intent for conducting executive sessions.

Executive sessions shall be attended only by members of the School Board, the Superintendent, and any other persons designated by the School Board. All matters discussed in any closed meeting shall be regarded as confidential by all persons in attendance and shall not be divulged to the public.

Executive sessions may be held for the following reasons:

1. Discussion of the character, the professional competence, physical or mental health of a person, provided that such person is notified in writing at least twenty-four (24) hours, exclusive of Saturdays, Sundays, and legal holidays, before the scheduled time contained in the notice of the meeting at which such executive session is to take place, and that such person may require that such discussion be held at an open meeting. However, an executive session shall not be used for discussion of the appointment of a person to the School Board or, except as provided in La. Rev. Stat. Ann. §39:1593(C)(2)(c), for discussing the award of a public contract. In cases of extraordinary emergency, written notice to such person shall not be required; however, the School Board shall give such notice as it deems appropriate and circumstances permit.
2. Strategy sessions or negotiations with respect to collective bargaining, prospective litigation after formal written demand, or litigation when an open meeting would have a detrimental effect on the bargaining or litigating position of the public body.
3. Discussion regarding the report, development, or course of action regarding security personnel, plans, or devices.