

**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, June 9, 2015, at 5:00 p.m.

The meeting was called to order by Mack Dellafosse, President. The prayer was led by Glenda Gay; the Pledge of Allegiance was led by Billy Breaux.

**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, Wayne Williams, Billy Breaux, and John Duhon.

Chuck Hansen and Chad Guidry were absent.

**APPROVAL OF MINUTES**

Mr. Breaux, with a second by Mr. Hardy, offered the motion to approve the Minutes of May 12, 2015. The motion carried. Mr. Breaux, with a second by Mr. Hardy, offered the motion to approve the Minutes of the Special Called Meeting of May 21, 2015. The motion carried.

**PRESENTATIONS**

- A. Legislative Youth Advisory Council Leadership Award, presented to Jeffrey Grant Sonnier by Wallace Myers.
- B. 5A State Baseball Championship Team/Barbe High School, presented by Robert Pete, Administrative Director of High Schools.

**SENIORS:**

Marshall Alexander  
Braden Comeaux  
Addison Armand  
Hunter Feduccia  
Braden Bethea  
Brant McNease  
Shane Selman

**JUNIORS:**

Tyler Booth  
Jaxson Caldwell

SOPHOMORES:

Kirkland Banks  
Alex Goree  
Nate Briscoe  
Bryce Copper  
Tanner Littleton  
Peyton Doumite  
Slate Fuller  
Brogan McNease  
Adam Goree  
Ty Thibodeaux

FRESHMEN:

Antonio Gauthier  
Bryan Lawrence

TRAINER: Ian Everage

COACHES:

Glenn Cecchini  
Jarred Barrett  
Bob Corley  
David Blank  
Gran Castillo  
Daniel Knox  
Kayne Hargrave

C. Kids Can/Leader in Me Award, presented to Katie Alexander by Andrew Vanchiere.

**SUPERINTENDENT'S REPORT**

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

All board members have received their May, 2015 Head Start report:

- Enrollment – 443 - Waiting List – 91 - Disabilities – 61 and 48 additional evaluations in process
- Various Family Engagement activities were held such as volunteer luncheon, awards day, and family day
- Professional Learning will be held throughout the summer for Head Start, Pre-K, and Child Cares
- Health Screenings are being held for students registered for the 2015 – 2016 School Year
- Fifty-four staff were trained in CPR/First Aid

- The Early Childhood Department participated in the United Way of Southwest Louisiana's "My Fair Baby" Safe Sleep Community Baby Shower on Saturday, May 30, 2015

All board members have received their school population reports, as of May 31, 2015.

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 May, 2015, collections at \$1,095,410 over budget for the month. For the 2014-2015 year, collections are \$10,966,589 over budget. Collections for the first eleven months of the year are \$11,440,513 over the same eleven months last year.

I am required to announce the following: NOTICE is hereby given in compliance with La. Revised Statutes 42.19.1, that the Calcasieu Parish School Board of Calcasieu Parish, Louisiana, will meet in open and public session on the 14<sup>th</sup> day of July, 2015, at 5:00 p.m., 3310 Broad Street, in the Board Room, to levy the annual millage rates for the Calcasieu Parish School Board.

## **COMMITTEE REPORT**

### **Budget Committee, May 26, 2015/Billy Breaux, Chair**

#### **Mr. Breaux gave the following report:**

The Calcasieu Parish School Board Budget/Fiscal Management Committee met at 5:00 p.m., Tuesday, May 26, 2015 in the Board Room, 3310 Broad Street, Lake Charles, Louisiana. A quorum was present. Mr. Smith said the prayer and Ms. Ballard led the pledge of allegiance.

Present: Billy Breaux - Chairman, Eric Tarver - Vice Chairman, committee members Annette Ballard, Max Calderera, Chuck Hansen, Ron Hayes, Dean Roberts, Wayne Williams and Secretary, Wilfred Bourne. Other Board members present were Fred Hardy, Glenda Gay, Alvin Smith, and John Duhon.

Absent: Mack Dellafosse, Chad Guidry, and Aaron Natali

Mr. Breaux called the meeting to order.

Mr. Bourne presented Budget Revision #3 for the 2014-2015 General Fund which included revenues and other sources of funds of \$300,190,251, an increase of \$5,302,194 and expenditure and other uses of funds of \$302,891,797, an increase of \$3,164,100 over revision #2. General Fund budget revision #3 projects a current deficit of \$2,701,546 resulting in unreserved/

undesigned fund balance of \$42,652,646, or 14.21% of projected revenues.

On motion by Mr. Hansen, seconded by Mr. Hayes and approved, it was recommended that Budget Revision #3 to the 2014-2015 General Fund be approved as presented.

**On behalf of the committee, Mr. Breaux made a motion to approve the recommendation. A second was not needed and on a vote the motion carried.**

Next, the 2014-2015 Special Revenue Budget Revision #1 was presented for approval. Projected revenue and other sources of funds were \$57,040,919, an increase of \$5,395,054 from the original budget. Expenditures and other uses of funds are \$57,215,919, an increase of \$5,395,054, with a projected deficit of \$175,000, all in School Food Services. School Food Services is the largest of the Special Revenue Funds with projected revenues and other sources of funds of \$11,475,865, no change from the 2013-2014 revised budget. The Food Services Fund is projecting a deficit of \$175,000, leaving a fund balance of \$2,110,710, or 16.65% of projected revenues.

On motion by Mr. Hansen seconded by Mr. Caldarrera and approved, it was recommended that the 2014-2015 Special Revenue Budget Revision #1 be approved as presented.

**On behalf of the committee, Mr. Breaux made a motion to approve the recommendation. A second was not needed and on a vote the motion carried.**

Mr. Bourne then presented the 2015-2016 proposed General Fund budget. Proposed revenues and other sources of funds are \$317,193,203, an increase of \$17,002,952 from the final revision for 2014-2015. Expenditures and other uses of funds are projected at \$315,175,065, an increase of \$12,283,268 from the final revision of 2014-2015. The proposed budget for 2015-2016 projects an operating surplus of \$2,018,138 leaving projected unreserved/undesigned fund balance at \$44,670,784 or 14.08% of projected revenues.

Mr. Tarver suggested we look into an after school tutoring program, spend money for transitioning towards new curriculum and beautification projects at schools to give them a facelift. Mr. Bruchhaus indicated we would look into these items.

A motion was made by Mr. Williams, seconded by Mr. Duhon, to approve the 2015-2016 General Fund budget for advertisement and final approval at the July 2015 Board meeting.

**On behalf of the committee, Mr. Breaux made a motion to approve the recommendation. A second was not needed and on a vote the motion carried.**

Mr. Wayne Foster then presented school audits for approval. He advised the committee that there were no significant audit findings and recommended that the audits for the following schools be approved: T.S. Cooley Elementary, Moss Bluff Middle, Sulphur High, Vinton High and a follow-up on LaGrange High School. Also audited were the Extended Day Programs at

LeBleu Settlement Elementary and Gillis Elementary.

On motion by Mr. Williams seconded by Mr. Hardy and approved, it was recommended that the school audits be approved as presented.

**On behalf of the committee, Mr. Breaux made a motion to approve the recommendation. A second was not needed and on a vote the motion carried.**

Next, Mr. Foster presented the revised School Activity Funds Principles and Procedures Manual. The revisions consist of edits/additions to the SAF Manual since June 2014.

On motion by Mr. Tarver seconded by Mr. Roberts and approved, it was recommended to approve the revisions to the School Activity Funds Principles and Procedures Manual as presented.

**On behalf of the committee, Mr. Breaux made a motion to approve the recommendation. A second was not needed and on a vote the motion carried.**

The next item presented by Mr. Bruchhaus was the conversion of Administrative Interns to Assistant Principals. Administrative interns were added to elementary schools that did not have assistant principals in 2008. Interns have always been paid as 202 day teachers and have served elementary schools with less than 500 students. The administrative interns have duties identical to those of assistant principals and are a critical part of the administrative team.

Blue cards to address the board:

Pamela Bell, Principal, Clifton Elementary

Lisa Dietz, Assistant Principal, Kaufman Elementary

After some comments by various board members, Mr. Hardy called the question. The motion requires a 2/3 vote for passage, motion failed on 6/6 vote.

On motion by Ms. Ballard, seconded by Mr. Hardy and approved, it was recommended to approve the conversion of administrative interns to assistant principals in the 18 elementary schools based on current personnel.

**Blue Card to address Board:**

**Beth Flanagan**

**On behalf of the committee, Mr. Breaux made a motion to approve the recommendation. A second was not needed and on a vote the motion carried.**

Mr. Bourne presented a report of Calcasieu Parish School Board state and federally funded grant personnel. The report shows the percentage of salary paid from each grant listed by employee. This was given for informational purposes and did not require a motion.

Mrs. Skylar Giardina presented the renewal of Property and Casualty Insurance. The total Casualty Insurance premium renewal will be \$677,867 an increase of \$29,540 and the total Property Insurance premium renewal will be \$1,283,625 a decrease of \$124,620 for an overall decrease in premiums.

On motion by Mr. Hayes, seconded by Mr. Roberts and approved, it was recommended to approve property and casualty coverage for 2015-2016 and reject uninsured/underinsured motorist coverage for 2015-2016 and give the superintendent or his designee permission to sign all renewal related contracts.

**On behalf of the committee, Mr. Breaux made a motion to approve the recommendation. A second was not needed and on a vote the motion carried.**

Mr. Bruchhaus presented the last item which was the sliding scale for eligibility as a retiree for health insurance. Since 2003, when an employee would leave the parish and subsequently return, they would start over on accumulating annual credit toward retiree insurance contributions. Staff recommends that employees returning to work for C.P.S.B. would receive credit for all years contributed to the C.P.S.B. health plan regardless of whether there is a break in service effective. This change aligns with procedures used by other school systems and the State of Louisiana and would help us to be more competitive when attracting former employees back to our district.

Mr. Duhon left the meeting at 6:12 p.m.

On motion by Ms. Ballard, seconded by Mr. Hayes and approved, it was recommended that the retiree participation schedule be approved and employees returning to work for C.P.S.B. would receive credit for all years contributed to the C.P.S.B. health plan regardless of whether there is a break in service, according to the retiree participation schedule.

**On behalf of the committee, Mr. Breaux made a motion to approve the recommendation. A second was not needed and on a vote the motion carried.**

There being no further business to discuss, on motion by Mr. Tarver and seconded by Ms. Ballard the committee adjourned the meeting at 6:20 p.m.

### **TAKE APPROPRIATE ACTION**

Mr. Dellafosse read the following items:

A. Approval of Louisiana Compliance Questionnaires for 2014-2015 Fiscal Year Audit

May 18, 2015

Postlethwaite & Netterville, APAC  
 8550 United Plaza Blvd., Suite 1001  
 Baton Rouge, Louisiana 70809

In connection with your audit of our financial statements as of June 30, 2015 and for the year then ended for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our system of internal control as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of June 30, 2015.

**PART V. ACCOUNTING, AUDITING, AND PART I.****AGENCY PROFILE**

Name and address of the organization.

Calcasieu Parish School Board  
 Sales & Use Tax Dept.  
 2439 Sixth Street  
 Lake Charles, LA 70601

2. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

A list of requested information is attached to this document.

3. Period of time covered by this questionnaire.

July 1, 2014- through June 30, 2015

4. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

The Calcasieu Parish School Board's Sales and Use Tax Department serves as the central tax collection agency through a series of duly executed agreements with local jurisdictions inclusive of all municipalities, law enforcement, police jury, and convention and visitors bureau.

5. Briefly describe the public services provided.

The school board provides elementary and secondary education for all children attending public schools in the parish.

6. Expiration date of current elected/appointed officials' terms.

12/31/2018

**LEGAL COMPLIANCE****PART II. PUBLIC BID LAW**

7. The provisions of the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with:

- A) All public works purchases exceeding \$150,000 have been publicly bid.  
 B) All material and supply purchases exceeding \$30,000 have been publicly bid.

Yes [X] No [ ]

**PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES**

8. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [X] No [ ]

9. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [X] No [ ]

**PART IV. LAWS AFFECTING BUDGETING**

10. We have complied with the budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15) R.S. 39:33, or R.S. 39:1331-1342, as applicable:

**A. Local Budget Act**

1. We have adopted a budget for the general fund and all special revenue funds (R.S. 39:1305).

2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the general fund and each special revenue fund, and a budget adoption instrument that specified the

chief executive's authority to make budgetary amendments without approval of the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (R.S. 39:1305).

3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (R.S. 39:1306).

4. To the extent that proposed expenditures were greater than \$500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also been published certifying that all actions required by the Local Government Budget Act have been completed (R.S. 39:1307).

5. If required, the proposed budget was made available for public inspection at the location required by R.S. 39:1308.

6. All action necessary to adopt and finalize the budget was completed prior to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (R.S. 39:1309).

7. After adoption, a certified copy of the budget has been retained by the chief executive officer or equivalent officer (R.S. 39:1309).

8. To the extent that proposed expenditures were greater than \$500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (R.S. 39:1311).

9. The governing authority has amended its budget when notified, as provided by R.S. 39:1311. (Note, general and special revenue fund budgets should be amended, regardless of the amount of expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less, and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds - from the requirement to amend revenues.)

Yes  No

#### **FINANCIAL REPORTING LAWS**

11. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with R.S. 24:513 and 515, and/or 33:463.

Yes  No

12. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes  No

13. We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes  No

14. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes  No

#### **PART VI. MEETINGS**

15. We have complied with the provisions of the Open Meetings Law, provided in R. S. 42:11 through 42:28.

Yes  No



**PART VII. ASSET MANAGEMENT LAWS**

16. We have maintained records of our fixed assets and movable property records, as required by R.S. 24:515 and/or 39:321-332, as applicable.

Yes  No

**PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS**

17. We have complied with the fiscal agency and cash management requirements of R.S. 39:1211-45 and 49:301-327, as applicable.

Yes  No

**PART IX. DEBT RESTRICTION LAWS**

18. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes  No

19. We have complied with the debt limitation requirements of state law (R.S. 39:562).

Yes  No

20. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (R.S. 39:1410.62).

Yes  No

**PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS**

21. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes  No

22. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes  No

23. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14 of the 1974 Louisiana Constitution.

Yes  No

**PART XI. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS**

Tax Collectors

24. We have complied with the general statutory requirements of R.S. 47.

Yes  No

**LOUISIANA COMPLIANCE QUESTIONNAIRE**  
**(For Audit Engagements of Government Agencies)**

May 18, 2015

Postlethwaite & Netterville, APAC  
8550 United Plaza Blvd., Suite 1001  
Baton Rouge, Louisiana 70809

In connection with your audit of our financial statements as of June 30, 2015 and for the year then ended for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our system of internal control as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of June 30, 2015.

**PART I. AGENCY PROFILE**

1. Name and address of the organization.

Calcasieu Parish School Board  
P.O. Box 800, Lake Charles, LA 70602

2. List the population of the municipality or parish based upon the last official United States Census or most recent official census (municipalities and police juries only). Include the source of the information.

Student count: 32,546

3. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

A list of requested information is attached to this document.

4. Period of time covered by this questionnaire.

July 1, 2014 through June 30, 2015

5 The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

6. Briefly describe the public services provided.

The school board provides elementary and secondary education for all children attending public schools in the parish.

7. Expiration date of current elected/appointed officials' terms.

12/31/2018

### LEGAL COMPLIANCE

#### **PART II. PUBLIC BID LAW**

The provisions of the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with:

- A) All public works purchases exceeding \$150,000 have been publicly bid.  
 C) All material and supply purchases exceeding \$30,000 have been publicly bid.

Yes [X] No [ ]

#### **PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES**

9. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [X] No [ ]

10. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [X] No [ ]

#### **PART IV. LAWS AFFECTING BUDGETING**

11. We have complied with the budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15) R.S. 39:33, or R.S. 39:1331-1342, as applicable:

##### A. Local Budget Act

1. We have adopted a budget for the general fund and all special revenue funds (R.S. 39:1305).

2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the general fund and each special revenue fund, and a budget adoption instrument that specified the chief executive's authority to make budgetary amendments without approval of the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (R.S. 39:1305).

3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (R.S. 39:1306).

4. To the extent that proposed expenditures were greater than \$500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also been published certifying that all actions required by the Local Government Budget Act have been completed (R.S. 39:1307).

5. If required, the proposed budget was made available for public inspection at the location required by R.S. 39:1308.

6. All action necessary to adopt and finalize the budget was completed prior to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (R.S. 39:1309).

7. After adoption, a certified copy of the budget has been retained by the chief executive officer or equivalent officer (R.S. 39:1309).

8. To the extent that proposed expenditures were greater than \$500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (R.S. 39:1311).

9. The governing authority has amended its budget when notified, as provided by R.S. 39:1311. (Note, general and special revenue fund budgets should be amended, regardless of the amount of expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less, and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds-from the requirement to amend revenues.)

Yes [X] No [ ]

#### **PART V. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING LAWS**

12. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with R.S. 24:513 and 515, and/or 33:463.

Yes  No  ]

13. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes  No  ]

14. We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes  No  ]

15. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes  No  ]

#### **PART VI. MEETINGS**

16. We have complied with the provisions of the Open Meetings Law, provided in R. S. 42:11 through 42:28.

Yes  No  ]

#### **PART VII. ASSET MANAGEMENT LAWS**

17. We have maintained records of our fixed assets and movable property records, as required by R.S. 24:515 and/or 39:321-332, as applicable.

Yes  No  ]

#### **PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS**

18. We have complied with the fiscal agency and cash management requirements of R.S. 39:1211-45 and 49:301-327, as applicable.

Yes  No  ]

#### **PART IX. DEBT RESTRICTION LAWS**

19. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes  No  ]

20. We have complied with the debt limitation requirements of state law (R.S. 39:562).

Yes  No  ]

21. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (R.S. 39:1410.62).

Yes  No  ]

#### **PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS**

22. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes  No  ]

23. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes  No  ]

24. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14 of the 1974 Louisiana Constitution.

Yes  No  ]

#### **PART XI. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS**

##### School Boards

25. We have complied with the general statutory, constitutional, and regulatory provisions of the Louisiana Department of Education, R.S. 17:51-401.

Yes  No  ]

26. We have complied with the regulatory circulars issued by the Louisiana Department of Education that govern the Minimum Foundation Program.

Yes  No  ]

27. We have, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules and recognize that your agreed-upon procedures will be applied to such schedules and performance measurement data:

Parish school boards are required to report, as part of their annual financial statements, measures of performance. These performance indicators are found in the supplemental schedules:

- Schedule 1, General Fund Instructional and Support Expenditures and Certain Local

- Revenue Sources
- Schedule 2, Education Levels of Public School Staff
- Schedule 3, Number and Type of Public Schools
- Schedule 4, Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers
- Schedule 5, Public School Staff Data: Average Salaries
- Schedule 6, Class Size Characteristics
- Schedule 7, Louisiana Educational Assessment Program (LEAP)
- Schedule 8, Graduation Exit Examination (GEE)
- Schedule 9, iLEAP Tests

Yes [X] No [ ]

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

**B. Approval of 2015-2016 Special Revenue Funds Budgets**

SUBJECT: 2015-2016 Special Revenue Funds Proposed Original Budget

Projected revenues and other sources of funds for 2015-2016 Special Revenue Funds are \$55,652,016 a decrease of \$1,388,903 from the 2014-2015 Revised budget. Expenditures and other uses of funds are \$56,038,388, a decrease of \$1,177,531, with a projected deficit of \$386,372, all in School Food Services.

Major changes involve adjustments to grants from authorizing agencies:

	2015-2016	2014-2015			
	<u>Original</u>	<u>Revised</u>	<u>Change</u>	+ (-)	<u>Surplus/ (Deficit)</u>
Vocational Education	\$ 386,908	\$ 386,908	\$ --		
Teacher Incentive Fund (TIF)	\$11,068,405	\$11,068,405	\$ --		
I.D.E.A. (Special Education)	\$11,806,477	\$11,806,477	\$ --		
I.A.S.A. (Title)	\$10,341,518	\$11,341,518	\$ (1,000,000)		
Headstart	\$ 3,698,218	\$ 3,698,218	\$ --		
SRCL Literary Grant	\$ 1,374,892	\$ 1,374,892	\$ --		
School Food Service	\$12,691,598	\$12,675,865	\$ 15,733		\$ (386,372)
Other Funds:					
Workforce Investment Act	\$ 127,000	\$ 127,504	\$ (504)		
LA4 Pre-K	\$ 3,600,000	\$ 3,608,321	\$ (8,321)		
Assistive Technology Grant	\$ 220,000	\$ 228,571	\$ (8,571)		
Jag/LA Employment	\$ 95,000	\$ 95,747	\$ (747)		
Early Childhood	\$ 170,000	\$ 170,395	\$ (395)		
Math & Science	\$ 0	\$ 384,848	\$ (384,848)		
Miscellaneous	<u>\$ 72,000</u>	<u>\$ 73,250</u>	<u>\$ (1,250)</u>		
TOTAL	\$55,652,016	\$57,040,919	\$ (1,388,903)		\$ (386,372)

School Food Services is the largest of the Special Revenue Funds with projected revenues and other sources of funds of \$12,691,598, an increase of \$15,733, from the 2014-2015 revised budget.

Changes include:

Revenues and Other Sources

- Local revenues - increase of \$17,250 for summer feeding and adult lunches.
- Federal revenues - decrease of \$1,517 for USDA commodities.

Expenditures and Other Uses

- Purchased Tech. Services - increase of \$31,788 for software upgrades
- Cafeteria Equipment - increase of \$200,000 for purchasing 3 freezers
- New Vehicles - decrease of \$2,500-bought new delivery truck in PY but buying used vans for satellite delivery in FY16

The Food Services Fund is projecting a deficit of \$386,372, leaving a fund balance of \$1,724,338, or 13.59% of projected revenues.

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

**C. Approval to name the Washington-Marion Boys' Gymnasium the "Coach Clyde Wilkins Gymnasium"**

Coach Clyde Wilkins, Sr. is a 1965 graduate of W.O. Boston High School and was an avid basketball player where he helped capture a 3A State Championship in 1964, under the leadership of Coach Theodore Williams.

After graduation, he enrolled in Grambling State University on an athletic scholarship. He was enrolled there for about two months and then made the decision to further his education at Peru State College in Omaha, Nebraska. He was under the leadership of Coach Jack McIntire.

Coach Wilkins was instrumental in recruiting several of his friends to Peru State College; Coach Roosevelt Washington and Coach Gordon Thompson excelled there. Coach Wilkins graduated from Peru State on May 29, 1971.

In September 1971, he began his coaching career at LaGrange High School. He was an assistant basketball coach until 1973. Next, he was the head basketball coach at Mossville Middle from 1973-1975. He then returned to coaching on the high school level at Marion High School in 1976 until 1983. In 1984, Marion High School merged with Washington High School and became Washington-Marion Magnet High School, and Coach Wilkins became the head boys' basketball coach. In 1987, his team captured the 3A State Championship title, and he was named "Coach of the Year". He then set his goal to win 400 games, and in 1997 he captured his 400<sup>th</sup> victory.

Throughout his basketball coaching career, he enjoyed coaching many very talented athletes, and captured many district championships. With a record of 406 wins and 106 losses, Coach Wilkins achieved winning seasons every year (with the exception of one) of his coaching career. He retired from coaching in 2002, but has been fully intertwined in athletics at Washington-Marion.

Blue Cards to address the Board:  
Principal Jacqueline Shelton  
Pastor Elmore Garner

On a motion by Mr. Breaux to suspend the rules (as it relates to the approval of naming the gymnasium and not taking the item to committee first) and a second by Mr. Caldarera, the motion carried.

The required number of signatures were submitted and are on file. On a motion to

approve by Mr. Hardy and a second by Mr. Caldarrera, the motion carried.

**D. Approval of Student/Athletic Accident Catastrophic/Extended Day Insurance Renewal**

The Calcasieu Parish School Board Student Athletic Accident Catastrophic/Extended Day Insurance coverage for August 1, 2015 to July 31, 2016 has been presented by Regions Insurance, Inc. The following lists the renewal information.

<u>Coverage Change</u>	<u>Company Current/Renewal</u>	<u>Current Premium</u>	<u>Renewal Premium</u>	
Student/Athletic \$6,020 Catastrophic	AIG/Gerber	\$26,520	\$20,500	-
Extended Day Care \$2,088	AIG/Gerber	\$9,588	\$7,500	-

**Student /Athletic Accident Voluntary Insurance:**

AIG Policy	Plan A		Plan B	
	Current	Renewal	Current	Renewal
School Time	38.00	43.00	35.00	39.00
24 hour	132.00	148.00	120.00	134.00
Football (9th grade)	250.00	185.00	125.00	140.00
Football (10th - 12th grade)	325.00	364.00	165.00	280.00

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

**E. Approval of Official Journal for 2015-2016**

Lake Charles American Press agreed to continue the current pricing for the 2015-2016 school year as follow: \$3.25 per square inch for electronic submission and \$3.40 per square inch for non-electronic submission.

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



F. Presentation of proposed 2015 millages – no action necessary

## **BID REPORTS**

Mr. Dellafosse read the following items:

**BID 2016-02** – MAGAZINES FOR LIBRARIES 2015/2016 SCHOOL YEAR was opened on May 12, 2015 at 10:00 a.m.

**BIDS WERE SENT TO THE FOLLOWING:**

COX SUBSCRIPTIONS  
DISCOUNT MAGAZINES  
EBSCO  
POPULAR SUBSCRIPTIONS  
RIVISTAS SUBSCRIPTION SERVICE

<b>BID RESULTS AS FOLLOWS:</b>	<b>AVERAGE SUBSCRIPTION COST</b>
COX SUBSCRIPTIONS	\$21.8989
DISCOUNT MAGAZINES	\$24.7707
EBSCO	\$33.7349
POPULAR SUBSCRIPTIONS	\$27.8812

**STAFF RECOMMENDS AWARDING TO COX SUBSCRIPTIONS IN THE AMOUNT OF \$37,972.74 AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.**

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

**BID 2016-09** – COLLECTION & DISPOSAL OF REFUSE was opened on May 28, 2015 @ 10:00 a.m.

**BIDS WERE SENT TO THE FOLLOWING VENDORS:**

ALLIED WASTE  
PROGRESSIVE WASTE  
REPUBLIC SERVICES  
SOUTHERN SOLID WASTE  
WASTE MANAGEMENT

<b>BID RESULTS WERE AS FOLLOWS:</b>	
PROGRESSIVE WASTE	\$524.28/DAILY RATE
WASTE MANAGEMENT	\$631.26/DAILY RATE

**STAFF RECOMMENDS AWARDING TO PROGRESSIVE WASTE AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER IN THE AMOUNT OF \$574,610.88 OVER A 3 YEAR CONTRACT PERIOD.**

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

**BID 2015-40 – RFP TO INSTALL SECURITY CAMERAS AT STARKS HIGH, IOWA HIGH, AND WW LEWIS MIDDLE SCHOOLS WITH BOND MONIES was opened on June 5, 2015 @ 10:00 a.m.**

**BIDS WERE SENT TO THE FOLLOWING VENDORS:**

BITS TECHNICAL CORP  
 CONVERGINT TECHNOLOGIES  
 DEEP SOUTH INTEGRATIONS  
 INTERTECH  
 RED HAWK FIRE & SAFETY  
 SIMPSON SECURITY  
 SONITROL  
 SYLVAN SPECIAL SYSTEMS

<b>BID RESULTS WERE AS FOLLOWS:</b>	<b>STARKS</b>	<b>IOWA</b>	<b>WW LEWIS</b>
MARTIN COMMUNICATIONS	\$31,135.00	\$28,080.00	\$29,415.00
SIMPSON	\$30,498.00	\$33,775.00	\$30,611.00
SYLVAN	\$13,671.00	\$16,747.00	\$16,175.00

**STAFF RECOMMENDS AWARDING TO SYLVAN SPECIAL SYSTEMS AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.**

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

### **PERMISSION TO ADVERTISE**

Mr. Dellafosse read the following item:

Large Equipment and Small Wares/School Food Service

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

### **CORRESPONDENCE**

Mr. Dellafosse read the following items:

**A.** Change Order Number Two (2) for the Project, “Stadium Renovations to Sam Houston High School,” Sales Tax District #3, Bid #2015-04PC; C.R. Fugatt, AIA, Designer; John D. Myers & Associates, Inc., Contractor; *Increase* of \$68,334.00.

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

**B.** Change Order Number Three (3) for the Project, “Stadium Renovations to Sam Houston High School,” Sales Tax District #3, Bid #2015-04PC; C.R. Fugatt, AIA, Designer; John D. Myers & Associates, Inc., Contractor; *Increase* of \$27,024.00.



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

C. Recommendation of Acceptance for the Project, “New Field House/Sam Houston High School.”

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

D. Recommendation of Acceptance for the Project, “Welding Shop and Dressing Room Renovations for Starks High School.”

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

### **EXECUTIVE SESSION**

On a motion to adjourn into Executive Session by Mr. Breaux and a second by Mrs. Ballard, the Board adjourned at 6:05 p.m. On the same motions Regular Session resumed at 7:42 p.m.

Mr. Breaux offered a motion to accept the staff recommendation on Expulsion Appeal #14-001. Mr. Hardy seconded the motion. On a vote, the motion carried.

### **CONDOLENCES/RECOGNITIONS**

Mr. Duhon presented a hand-made gavel to replace the older/smaller one.

Mr. Williams asked for a letter of condolence to the family of Malcolm Fontenot.

Mr. Breaux thanked Donald Victorian.

Mr. Dellafosse asked for a letter of condolence to Martin Guillory at the loss of his brother.

Mrs. Ballard recognized the staff for the successful Job Fair.

Mr. Hardy congratulated Kara Carrier from the American Press for her articles. He congratulated Mr. Bruchhaus for sending information to the board this past month.

He asked for a letters of condolence to the following:

The family of Mrs. Helen Richard

The family of Judy Mayo

The family of Mrs. Gloria Jack

He asked for a letter of recognition to Mr. and Mrs. Kirby Hardy on their 50<sup>th</sup> anniversary.

### **COMMITTEE AGENDA ITEMS**

Mr. Breaux wants to have discussion on lunch balances and whether students can go on field trips if there are unpaid lunches.

Mr. Tarver asked for discussion on riverboat funds and if could be used for pavilions for St. John Elementary and Combre-Fondel Elementary.

Mr. Hardy asked for pressure washing and beautification efforts for schools. He asked for discussion on the Alternative School. He wants information on Title I funds and Title laws and how they work.

Mr. Smith noted that DeQuincy High School needs a new press box and congratulated students that recently attended the FFA Convention in West Monroe.

Mr. Caldarera asked for discussion on adding Memorial Day as a school holiday.

**SCHEDULE COMMITTEES**

- C&I Committee Meeting.....June 23, 2015, 5:00 p.m.
- A&P Committee Meeting.....July 21, 2015, 5:00 p.m.
- C&I Committee Meeting.....July 21, 2015 (to follow)
- Long Range Planning Committee.....July 23, 2015, 5:00 p.m.  
(Full Board)

On a motion to adjourn by Mr. Hardy and a second by Mr. Hayes, the meeting was adjourned at 7:58 p.m.

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Mack Dellafosse, President

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Karl Bruchhaus, Secretary

**Prospective C&I Committee Items:**

- 1. Changes in the 2015-16 Code of Conduct to address inappropriate tattoos
  - 2. Overview of State and District-wide assessment requirements
  - 3. Presentation to inform the Board about the CPSB 2015-16 plan for District Common Assessments and District Student Learning Targets
- FUTURE ITEM:** Overview of the CPSB SWPBIS Programs

**Future Committee Items:**

- School/site based budgets
- Legislative Updates – After Session
- Natural gas or propane vehicles
- Supplements for High School Counselors

Teacher evaluations on Principals  
Loaning money to bond districts  
Literacy challenges  
After school tutoring  
Cafeteria staffing and outstanding balances  
Boundary information for Cypress Cove/Vincent Settlement Elementary Schools  
Student Driven Technology Use  
Out of State Travel  
Riverboat funding for pavilions  
School beautification efforts  
Alternative School discussion  
Title 1 Discussion  
Memorial Day as school holiday