

**PROCEEDINGS OF THE ST. JOHN THE BAPTIST PARISH SCHOOL BOARD
LAPLACE, LA – MEETING OF MAY 11, 2017**

The Chair called the meeting to order and read the following call:

HONORABLE MEMBERS OF THE SCHOOL BOARD
Parish of St. John the Baptist

Dear Board Member:

Upon call of the President, the St. John the Baptist Parish School Board will meet in regular session at LaPlace Elementary School, 393 Greenwood Drive, LaPlace, Louisiana, at 6:00 p.m. on Thursday, May 11, 2016.

An agenda for the meeting is attached.

Sincerely, s/Kevin R. George
Superintendent/Secretary

ITEM 1. CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE

The Chair called the meeting to order at 6:00 p.m.

The Chair called for the invocation, led by Pastor Mason, followed by the Pledge of Allegiance, led by Master Dominick Hemelt.

ITEM 2. ROLL CALL OF MEMBERS:

PRESENT: Keller, Sanders, Johnson, Wise, Wallace, Mitchell, Triche, Burl
ABSENT: Holden, DeFrancesch, Jones

There were 8 members present and 3 members absent.

ITEM 3a. APPROVAL OF MINUTES: Meeting of April 20, 2017

MOTION BY: Sanders

SECOND BY: Wise

MOTION: To approve the minutes from the meeting of April 20, 2017.

No objections.

The motion carried.

8 Yeas - Keller, Sanders, Johnson, Wise, Wallace, Mitchell, Triche, Burl

0 Nays

3 Absent – Holden, DeFrancesch, Jones

ITEM 4. SUPERINTENDENT’S REPORT. Mr. Kevin R. George, Superintendent.

Mr. George stated that St. John School Board hosted its first Job Fair at ESJH the previous Saturday. Over 100 people showed and several people were hired – teachers, janitors, and lunch techs.

Mr. George announced that WSJHS has been recognized by US News & World Report with a Bronze Distinction.

Mr. George reminded everyone of the following dates:

- Last day for Students is May 23rd
- Summer School will be held for K-2nd grade and also 8th grade. High Schools (9th-12th) will also have the opportunity to attend Summer School at ESJ.
- Graduation dates: WSJH, May 20th at 10:00 a.m. and ESJH, May 24th at 7 p. m. at the Pontchartrain Center.
- Honor Roll Round Up will be held May 18th at the New Wine Christian Fellowship Hall from 10:30 to 12:30. Over 500 students will participate.

Mr. Jones arrived at 6:06 p.m. and was recorded as present.

Mrs. DeFrancesch arrived at 6:11 p.m. and was recorded as present.

ITEM 5. EDUCATIONAL PRESENTATIONS AND RECOGNITIONS BY THE BOARD OR STAFF

ITEM 5a. Mr. Jason Beber – Recognition of Jennifer Brock, Louisiana Teacher of the Year Semi-Finalist

Mr. Beber introduced Ms. Jennifer Brock and read the following statement:

“There is a saying I go by at Lake Pontchartrain Elementary...The Nest is the Best. Tonight, it is my privilege to introduce to you one of our best. I would like to introduce a teacher who goes above and beyond for not only her own students, but for all the Pelicans at LPE. A teacher with high expectations and the drive to help her students meet those expectations. A teacher who strives for nothing but the best. A teacher who has served as a role model, a mentor, a leader, and a teacher I am proud to call one of our TAP Master Teachers for next year. A teacher who takes great pride in her school and school district. A teacher who is the true example of what a great teacher is and should be. A teacher with a great desire for learning and sharing her knowledge with her students, coworkers, and other teachers throughout the district.” Mr. Beber then asked Ms. Brock to say a few words.

ITEM 5b. Dr. Quentina Timoll – Recognition of Teacher Leader Summit Presenters

Dr. Timoll recognized the following St. John leaders, as they will be presenting to over 4,000 educators this summer at the Teacher Leader Summit in New Orleans:

Jenna Chiasson and Robyn Gibson-Brazile - Letting Text Talk to You: Engaging in Conventions with Text

Shanna Beber and Shelly Chauvin - Play by Play: Planning and Implementing Literacy Interventions

Stephen Zafirau- Implementing a Quality SLT Process

Patricia Triche, Alecia Johnson, Melissa Watson, and Valencia Green - CLASSabration! Strategically Improving Interactions

Jason Beber, Natalie Klibert, and Stephen Zafirau - The REAL Teacher Support Plan

Chantell Walker, Melissa Green, and Jenna Chiasson - Speaking with One Voice: Shared Leadership

Stacy Bradford, Johnika Gayden, and Shanna Beber - F.I.R.E. Up School Culture and Performance

Stephen Zafirau- Data Visualizations for Effective Communication in Education

Christal Sylvain, Monica Brown, Jasmin Porter – TEA Time: Task Evaluation and Assessment.

ITEM 6. PERSONNEL MATTERS

ITEM 6a. Ms. Serina Duke – Request Approval of Revised Policy: KG – Use of Facilities

MOTION BY: Sanders

SECOND BY: Johnson

MOTION: To approve Revised Policy: KG – Use of Facilities

Upon roll call, there were:

9 Yeas –Keller, Sanders, DeFrancesch, Johnson, Wise, Wallace, Mitchell, Triche, Burl

2 Absent - Holden, Jones

The motion carried.

ITEM 6b. Ms. Serina Duke – Request Approval of Revised Policy: Facilities GBRIB – Sick Leave

MOTION BY: Sanders

SECOND BY: Wallace

MOTION: To approve Revised Policy: GBRIB – Sick Leave

Upon roll call, there were:

9 Yeas –Keller, Sanders, DeFrancesch, Johnson, Wise, Wallace, Mitchell, Triche, Burl

2 Absent - Holden, Jones

The motion carried.

ITEM 6c. Mrs. Serina Duke – Introduction of Revised Job Descriptions: Accounting Supervisor; Disciplinarian; Supervisor of Informational Technology

This was for introduction only.

Ms. Holden arrived at 6:27 p.m. and was recorded as present.

ITEM 7. BUSINESS AND FINANCE

ITEM 7a. Mr. Hugh Martin/Mr. Felix Boughton – To consider and take action with respect to adopting a resolution providing for the issuance and sale of General Obligation School Refunding Bonds, Series 2017,

of School District No. 1 of the Parish of St. John the Baptist, State of Louisiana; and providing for other matters in connection therewith.

MOTION BY: Keller

SECOND BY: Entire Board

MOTION: To adopt a resolution providing for the issuance and sale of General Obligation School Refunding Bonds, Series 2017, of School District No. 1 of the Parish of St. John the Baptist, State of Louisiana; and providing for other matters in connection therewith.

Upon roll call, there were:

11 Yeas – Holden, Keller, Sanders, DeFrancesch, Jones, Johnson, Wise, Wallace, Mitchell, Triche, Burl
0 Absent

The motion carried.

ITEM 7b. Mr. Felix Boughton - Recommendation for sales tax collection contract.

Mr. Boughton stated that a committee had been assembled for the scoring purposes of awarding this contract. Both the scoring committee and the finance committee are recommending awarding this contract to ACI.

Following extensive discussion, there was a

MOTION BY: Wise

SECOND BY: Keller

MOTION: To approve the recommendation of administration and both committees and contract with ACI for the sales tax collection contract.

Upon roll call, there were:

8 Yeas – Holden, Keller, Sanders, DeFrancesch, Johnson, Wise, Mitchell, Triche

1 Nay – Burl

2 Abstention – Jones, Wallace

The motion carried.

ITEM 7c. Mr. Felix Boughton – Introduction of Salary Schedules for 2017-2018

Salary Schedules for 2017-2018, in entirety, are available for viewing at Central Office, 118 West 10th Street, Reserve, LA, Monday-Friday, 8 a.m. to 4 p.m.

ITEM 7d. Mr. Peter Montz – Request board approval to solicit proposals for Student and Athletic Insurance.

MOTION BY: Jones

SECOND BY: Wise

MOTION: To allow administration to seek proposals for Student and Athletic Insurance.

Upon roll call, there were:

10 Yeas – Holden, Sanders, DeFrancesch, Jones, Johnson, Wise, Wallace, Mitchell, Triche, Burl

1 Not Seated: Keller

The motion carried.

ITEM 7e. Mr. Peter Montz – Request board approval to solicit proposals for Emergency Water Restoration Services

MOTION BY: Mitchell

SECOND BY: Triche

MOTION: To allow administration to seek proposals for Emergency Water Restoration Services

Upon roll call, there were:

10 Yeas – Holden, Sanders, DeFrancesch, Jones, Johnson, Wise, Wallace, Mitchell, Triche, Burl

1 Not Seated: Keller

The motion carried.

ITEM 7f. Mr. Peter Montz – Request board approval to solicit proposals for Emergency Construction Building Components and/or Grounds.

MOTION BY: Triche

SECOND BY: Mitchell

MOTION: To allow administration to seek proposals for Emergency Construction Building Components and/or Grounds

Upon roll call, there were:

10 Yeas – Holden, Sanders, DeFrancesch, Jones, Johnson, Wise, Wallace, Mitchell, Triche, Burl

1 Not Seated: Keller

The motion carried.

ITEM 7g. Ms. Terry Charles – Request board approval of bid award for the SY 2017-2018 for Milk/Milk Products, Bread/Bread Products, Processed Foods, Frozen Foods, Meat/Meat Products, Cleaning Supplies, Paper Supplies, and Small Equipment for cafeterias

MOTION BY: Triche

SECOND BY: Jones

MOTION: To allow accept the bid award for the SY 2017-2018 for Milk/Milk Products, Bread/Bread Products, Processed Foods, Frozen Foods, Meat/Meat Products, Cleaning Supplies, Paper Supplies, and Small Equipment for cafeterias as presented.

Upon roll call, there were:

11 Yeas – Holden, Keller, Sanders, DeFrancesch, Jones, Johnson, Wise, Wallace, Mitchell, Triche, Burl
0 Nays

The motion carried.

**ST. JOHN THE BAPTIST PARISH
CHILD NUTRITION PROGRAM**

BID RECOMMENDATION SUMMARY

School Board Meeting Date: 5/11/2017

Bid Name: Small Equipment

Bid Number: #80

RELEASE/RECEIPT INFORMATION

Number of Bid Packets released: 4

- Alack Refrigeration/Ga.Lotz
- Economical Jan. & Paper
- Cayard’s Inc.
- Buckalew’s

Number of Bids submitted: 4

- Alack Refrigeration
- Economical Jan. & Paper
- Cayard’s Inc.
- Buckalew’s

Number of “No Bids”: 0

Number of “Rejections”: 2

Cayard’s-(**Vendor did not fill out the certification form regarding verification of employees and the form was not notarized by a notary public**)

Buckalew’s- Received Small Equipment Bid after the bid/proposal deadline of 10:00 A.M
April 28, 2017

BID AWARD RECOMMENDATION

Alack Refrigeration:	12 Items
Economical Janitorial & Paper :	66 <u>Items</u>
Total:	78 Items

Bid and Bid Award prices are available for review in the Child Nutrition Department.

**ST. JOHN THE BAPTIST PARISH
CHILD NUTRITION PROGRAM**

BID RECOMMENDATION SUMMARY

Meeting Date: 5/11/2017
Bid Name: Bread/Bread Products
Bid Number: #10

RELEASE/RECEIPT INFORMATION

Number of Bid Packets released: 1
Flower's Baking Co. of New Orleans

Number of Bids submitted: 1

Number of "No Bids": 0

Number of "Rejections": 0

BID AWARD RECOMMENDATION

Flower's Baking Co. of New Orleans: 4 Items
Total: **4 Items**

Bid and Bid Award prices are available for review in the Child Nutrition Department

**ST. JOHN THE BAPTIST PARISH
CHILD NUTRITION PROGRAM**

BID RECOMMENDATION SUMMARY

Meeting Date: 5/11/2017
Bid Name: Frozen Foods
Bid Number: #35

RELEASE/RECEIPT INFORMATION

Number of Bid Packets released: 2
Diamond Food Distributors
Pon Food Corporation

Number of Bids submitted: 2
Diamond Food Distributors
Pon Foods Corporation

Number of "No Bids": 0

Number of "Rejections": 0

BID AWARD RECOMMENDATION

Diamond Food Distributors: **30 Items**
Pon Food Corporation: **45 Items**
Total: **75 Items**

Bid and Bid Award prices are available for review in the Child Nutrition Department

**ST. JOHN THE BAPTIST PARISH
CHILD NUTRITION PROGRAM**

BID RECOMMENDATION SUMMARY

Meeting Date: 5/11/2017
Bid Name: Meat/Meat Products
Bid Number: #50

RELEASE/RECEIPT INFORMATION

Number of Bid Packets released: 2
Diamond Food Distributors
Pon Food Corporation

Number of Bids submitted: 2
Diamond Food Distributors
Pon Foods Corporation

Number of "No Bids": 0

Number of "Rejections": 0

BID AWARD RECOMMENDATION

Diamond Food Distributors: 25 Items
Pon Food Corporation: 29 Items
Total: 54 Items

Bid and Bid Award prices are available for review in the Child Nutrition Department

**ST. JOHN THE BAPTIST PARISH
CHILD NUTRITION PROGRAM**

BID RECOMMENDATION SUMMARY

Meeting Date: 5/11/ 2017
Bid Name: Processed Foods
Bid Number: #30

RELEASE/RECEIPT INFORMATION

Number of Bid Packets released: 2

Number of Bids submitted: 2
Diamond Food Distributors
Pon Foods Corporation

Number of "No Bids": 0

Number of "Rejections": 0

BID AWARD RECOMMENDATION

Diamond Food Distributors: 69 Items
Pon Food Corporation: 87 Items
Total: 156 Items

Bid and Bid Award prices are available for review in the Child Nutrition Department

**ST. JOHN THE BAPTIST PARISH
CHILD NUTRITION PROGRAM**

BID RECOMMENDATION SUMMARY

Meeting Date: 5/11/2017
Bid Name: Cleaning Supplies
Bid Number: #60

RELEASE/RECEIPT INFORMATION

Number of Bid Packets released: 2
Economical Janitorial &Supplies
Pon Food Corporation

Number of Bids submitted: 3

Economical Janitorial & Supplies
Pon Food Corporation
School Specialty, Inc.

Number of "No Bids": 1
School Specialty- Vendor cannot comply with delivery terms.

Number of "Rejections": 0

BID AWARD RECOMMENDATION

Economical Janitorial/Supplies: 15 Items
Pon Food Corporation: 1
Total: 16 Items

Bid and Bid Award prices are available for review in the Child Nutrition Department

**ST. JOHN THE BAPTIST PARISH
CHILD NUTRITION PROGRAM**

BID RECOMMENDATION SUMMARY

Meeting Date: 5/11/2017
Bid Name: Paper Supplies
Bid Number: #70

RELEASE/RECEIPT INFORMATION

Number of Bid Packets released: 2

Economical Janitorial &Supplies
Pon Food Corporation

Number of Bids submitted: 4

Economical Janitorial & Supplies
Pon Food Corporation
Interboro- Central Auction Bidding
School Specialty, Inc.

Number of "No Bids": 1
School Specialty- Vendor cannot comply with delivery terms

Number of "Rejections": 0

BID AWARD RECOMMENDATION

Economical Janitorial/Supplies: 50 Items
Pon Food Corporation: 7 Items
Interboro: 3 Items
Total: 60 Items

Bid and Bid Award prices are available for review in the Child Nutrition Department

Upon roll call, there were:
9 Yeas – Holden, Keller, Sanders, Jones, Johnson, Wise, Wallace, Triche, Burl
2 Absent - DeFrancesch, Mitchell
The motion carried.

Mr. Burl read the Resolution into the record:

Resolution of Appreciation

WHEREAS, the St. John the Baptist Parish School Board wishes to express its appreciation to the parents of our students, for all of the support they provide, and

WHEREAS, St. John the Baptist Parish School Board recognizes that our parents serve as the primary source of love, identity, wisdom, self-esteem, and support and is the very foundation of our community, and

WHEREAS, our parents provide our students with support and encouragement in their education, while organizing and providing much needed vital assistance to our administration, faculty and staff, for many functions throughout the school year, and

WHEREAS, the school district employees could not provide all of the time, energy, and commitment to the children of St. John the Baptist Parish that they do, without the time, energy, and commitment of all our parents.

THEREFORE BE IT RESOLVED, that the St. John the Baptist Parish School Board, along with the Superintendent, offers our sincere and heartfelt thanks to the parents of all our students for their time and dedication to our students and for sharing their invaluable resources, by declaring May 17, 2017 as School Parents Appreciation Day, and

THEREFORE BE IT FURTHER RESOLVED, that a copy of this resolution, suitably engrossed, be placed in the minutes, the archives, and official records of the St. John the Baptist Parish School Board on this 11th day of May in the year of our Lord 2017.

ITEM 9d. Mr. Albert A. Burl, III – Request approval to change venue of the May 25, 2017 Board Meeting to West St. John High School

MOTION BY: Holden
SECOND BY: Entire Board
MOTION: To approve the venue change of the May 25, 2017 Board Meeting to West St. John High School.

Upon roll call, there were:
10 Yeas – Holden, Keller, DeFrancesch, Sanders, Jones, Johnson, Wise, Wallace, Triche, Burl
1 Absent - Mitchell
The motion carried.

ITEM 10. ADMINISTRATIVE MATTERS

ITEM 11. BOARD ITEMS OF INTEREST

Mr. Jones reminded the Board that the Annual Financial Disclosures are due May 15th.

ITEM 12. ADJOURNMENT - The agenda having been completed, and there being no further business, there was a

MOTION BY: Jones
SECOND BY: DeFrancesch
MOTION: Motion for adjournment.
There were no objections.
The meeting adjourned at 7:22 p.m.