

PROCEEDINGS  
PLAQUEMINES PARISH SCHOOL BOARD  
August 7, 2017

**Items 1.01 & 1.02** - The meeting was called to order by Fran Bayhi- Martinez, President, followed by the invocation led by Monica Wertz and Pledge of Allegiance led by Shayne Meyers.

**Item 1.03 – Roll Call and declaration of a quorum** (or lack of it)

Pursuant to call and due notice to all members, the Plaquemines Parish School Board, with the Honorable Fran Bayhi- Martinez, President, presiding, met in regular session at South Plaquemines High School, Buras, Louisiana on Monday, August 7, 2017 at 6:11 p.m., with the following members in attendance: Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire, with one (1) member absent: Chuck Soileau; a quorum was declared.

**Item 1.04 – Approval of the Agenda**

On motion of Carlton LaFrance, seconded by Paul Lemaire and carried, it was moved to accept the Agenda with the following amendments: adding –**Item 2.02**: Overview of “Catching Rays for Making A’s” Incentive Program, **Item 2.03** Status Update: Federal Carl Perkins Audit Findings, **Item:4.03** Discussion and appropriate action in regard to a change order for the Belle Chasse Prek-1 Project, **Item 4.05**- Discussion and appropriate action in regard to the revised **Policy JGCD, Administration of Medication**, as mandated by Act 341 of the 2017 LA. Legislative Session, and waiver of the 2<sup>nd</sup> reading, **Item 4.06** Discussion and appropriate action in regard to revised Special Education job descriptions, and waive the 2<sup>nd</sup> reading, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

**YEA:** Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire

**NAY:** None

**ABSENT:** (1) Chuck Soileau

**ABSTAIN:** None

**RECUSAL:** None

The motion passed by a vote of eight (8) “Yea” votes, no (0) “Nay” votes, no (0) “Abstentions”, (1) member “Absent”, and no (0) “Recusals.”

**Item 1.05 – Ad Hoc and Standing Committee Reports-**

Mr. Morrill read the minutes of the meeting of the Land and Construction Committee of the Plaquemines Parish School Board held on July 10, 2017 at the Belle Chasse Primary School Multi-Purpose Building. Members present were Daniel Morrill, Fran Bayhi-Martinez, Paul Lemaire, and Denis Rousselle. Others present were Corey Arbourgh; Shayne Meyers; Darilyn Turner; Ronald White; Chris Barker and Mike Smerz of HOV Services; Chip Verges of Verges Rome, Architects; Pete Vicari, Tripp Rabalais and Charlie Dantzler of Pete Vicari General Contractors; Adrian D’Arcy and Dan Lund. The meeting was called to order at 5:15 p.m.

The first item on the agenda was a discussion by Dan Lund, PPSB’s attorney, about the litigation involving the South Plaquemines High School Athletic Buildings project. Board Member Chuck Soileau joined the meeting by telephone. Mr. Lund explained the current status of the litigation and some possible options, which would be further discussed in executive session in a future meeting. The next item on the agenda was a discussion by Chip Verges for a proposed update to a previously approved change order for the Belle Chasse PreK-1 project. Prior to the contractor termination, the Board had approved change order number 6 for an upgrade to display boards. The contractor is unable at this point to guarantee the same pricing presented in the original change order. After discussion, the Committee recommended to the full Board that it approve an updated version of change order number 6 which would include language to allow for an update to the pricing, with any increase in cost to be presented in a new separate change order. There being no further business, the meeting was adjourned at 5:45 p.m.

Mr. Morrill proceeded with the minutes of the meeting of the Land and Construction Committee of the Plaquemines Parish School Board held on August 3, 2017 at the North Transportation Building. Members present were Carlton LaFrance, Chair, Daniel Morrill, Fran Bayhi-Martinez, Joyce Lamkin and Denis Rousselle. Others present were Ronald White; Sonya Duplessis; Chris Barker and Erich Higbee of HOV Services; Chip Verges and David Schneider of Verges Rome, Architects; Tripp Rabalais and Charlie Dantzler of Pete Vicari General Contractors; Jeff Pastorek; and Dan Lund. The meeting was called to order at 4:14 p.m.

The first item on the agenda was a discussion by Chip Verges of a proposed change order for the Belle Chasse PreK-1 project. Change order number 8 is for costs associated with the replacement of damaged roof materials during the period of termination. Mr. Verges is still reviewing the costs associated with the change order, but did not believe it would exceed the amount presented. After discussion, the Committee recommended that the full Board approve the change order, subject to Mr. Verges' cost review. The next item on the agenda, added by Mr. LaFrance, was a discussion of problems at South Plaquemines Elementary School, including ponding in a portion of the driveway and parking lot, leaking at the skylight in the rear of the building and leaking in the atrium. The administration will work on making these repairs. The next item on the agenda was a discussion by Ronald White of a request by High Point Gas Transmission, LLC to amend a pipeline permit from 1964 to allow for the transmission of hydrocarbons or substances other than natural gas. It is expected that the pipeline will be used for liquefied natural gas. The pipeline in question is approximately nine-tenths of a mile through PPSB 16<sup>th</sup> Section Land approximately three miles south and west of Boothville and Venice. After discussion, it was determined that Mr. White should work to obtain fair compensation from the company to amend the pipeline permit. The next item on the agenda was for the Committee to go into executive session to discuss the ongoing litigation involving the South Plaquemines High School Athletic Buildings project. After returning from executive session, it was announced that no decisions had been made in executive session. There being no further business, the meeting was adjourned at 5:30 p.m.

Mrs. Lamkin then read the minutes of the meeting of the Budget and Finance Committee of the Plaquemines Parish School Board held on July 10, 2017 at the North Transportation Building: Members present were Joyce Lamkin, Chairperson, Daniel Morrill, Fran Bayhi-Martinez, Paul Lemaire, Denis Rousselle and Ronald White. Others present were Corey Arbourgh, Monica Wertz, and Sonya Duplessis. The meeting was called to order at 4:35 p.m.

The first item on the agenda was a discussion by Mr. White of FEMA reimbursements that have been received over the past year. Mr. White stated that the FEMA receipts exceeded expenditures on FEMA projects by between \$7 million and \$8 million, meaning that the amount owed to the school system by FEMA has decreased. There was additional discussion about the nature of FEMA funding and reimbursements, as well as accountability required of the school system. The next item was a discussion by Mr. White of the amount of current and projected sales and property taxes. Mr. White handed out graphs illustrating the revenues budgeted for 2016-2017, as well as the revenues projected for 2016-2017 and 2017-2018. The actual projected revenues for 2016-2017 are 1% below the amount budgeted, with property taxes exceeding the amount budgeted and sales taxes falling below the amount budgeted. For 2017-2018, sales taxes are projected to remain similar to 2016-2017, while property taxes are projected to increase approximately 3%, due to the overall value of taxable property increasing. There being no further business, the meeting was adjourned at 5:10 p.m.

## **Item 2 – Plaquemines Parish Recognitions and/or Presentations**

**Item 2.01 – Recognition of Retirees for 2016-2017 School year**

**Item 3 – Board Members' Time for Non-Agenda and Agenda Items**

On behalf of the Board, Ms. Martinez welcomed everyone to the meeting and thanked Mr. Barthelemy and his staff for the hospitality. Board members thanked the retirees for their service, dedication and commitment to the students of Plaquemines Parish and wished all a healthy and happy retirement. Board-member, Carlton LaFrance, thanked Mrs. Kelly DiMarco for her years of service and dedication to the district and wished her much success in future endeavors.

## **Item 4 - Superintendent's Comments and Reports**

**Item 4.01** Announcement of property tax millage renewal at September 11, 2017 School Board meeting, to be held at Belle Chasse Middle School at 6:00 p.m. – Ronald White , **CFO ( No Action Required)**

**Item 4.02-** Discussion and appropriate action in regard to approval of the budget adoption schedule for the 2017-2018 year – Ronald White

On the motion of Carlton LaFrance, seconded by Daniel Morrill and carried, it was moved to accept the approval of the budget adoption schedule for the 2017-2018 year, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

**YEA:** Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance and Paul Lemaire

**NAY:** None

**ABSENT:** (1) Chuck Soileau

**ABSTAIN:** None

**RECUSAL:** None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0) "Abstentions", (1) member "Absent",

and no (0) "Recusals."

**Item 4.03** - Discussion and appropriate action in regard to approving an amendment to a pipeline permit in favor of Southern Natural Gas Company in Section 16, T21S-R30E to allow for the transportation of hydrocarbons or other substances other than natural gas through said pipeline and authorizing the Superintendent to sign the permit amendment – Ronald White, CFO

On the motion of Joyce Lamkin, seconded by Shayne Meyers and passed, it was moved to approve an amendment to a pipeline permit in favor of Southern Natural Gas Company in Section 16, T21S-R30E to allow for the transportation of hydrocarbons or other substances other than natural gas through said pipeline and authorizing the Superintendent to sign the permit amendment, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

**YEA:** Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance and Paul Lemaire

**NAY:** None

**ABSENT:** (1) Chuck Soileau

**ABSTAIN:** None

**RECUSAL:** None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0) "Abstentions", (1) member "Absent", and no (0) "Recusals."

**Item 4.04-** Discussion and appropriate action in regard to a change order for the Belle Chasse Prek-1 Project- Chip Verges, Vergers Rome Architects

On the motion of Carlton LaFrance, seconded by Joyce Lamkin and carried, it was moved to accept the approval of a change order for Belle Chasse Prek-1 Project, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

**YEA:** Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire

**NAY:** None

**ABSENT:** (1) Chuck Soileau

**ABSTAIN:** None

**RECUSAL:** None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0) "Abstentions", (1) member "Absent", and no (0) "Recusals."

**Item 4.05-** Discussion and appropriate action in regard to the revised Policy **JGCD, Administration of Medication**, as mandated by Act 341 of the 2017 LA. Legislative Session, as waiver of the second reading- Kenny Petkovich, Dir. of Secondary Education

On the motion of Joyce Lamkin, seconded by Shayne Meyers and carried, it was moved to accept the approval of the revised Policy **JGCD, Administration of Medication, as mandated by Act 341 of the 2017 LA. Legislative Session**, as waiver of the second reading, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

**YEA:** Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire

**NAY:** None

**ABSENT:** (1) Chuck Soileau

**ABSTAIN:** None

**RECUSAL:** None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0) "Abstentions", (1) member "Absent", and no (0) "Recusals."

**Item 4.06-** Discussion and appropriate action in regard to revised Special Education job descriptions, and waiver of second reading- Mary Ellen Hamner, SpEd Director

On the motion of Corey Arbourgh, seconded by Paul Lemaire and carried, it was moved to approve the revised Special Education job descriptions, and waiver of the second reading, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

**YEA:** Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire  
**NAY:** None  
**ABSENT:** (1) Chuck Soileau  
**ABSTAIN:** None  
**RECUSAL:** None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0) "Abstentions", (1) member "Absent", and no (0) "Recusals."

**Item 4.07** Monthly Head Start Budget Report- Patricia Haydel, Head Start Director- **No Action Required**

### **Item 5 - Board Consent Agenda**

#### **Item 5:01** Minutes of Board Meeting

On motion of Joyce Lamkin, seconded by Daniel Morrill and carried, it was moved to approve the Consent Agenda, Item **5.01**, Board Minutes of the regular meeting held on July 10, 2017, as published in *The Plaquemines Gazette*, and duly POSTED, as presented.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

**YEA:** Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire  
**NAY:** None  
**ABSENT:** (1) Chuck Soileau  
**ABSTAIN:** None

The motion passed by a vote of eight (8) "Yea" votes, no (0) "Nay" votes, no (0) "Abstentions", (1) member "Absent", and no (0) "Recusals."

**Item 5.02** Employment Related Action taken by the Superintendent for the 2016-2017 and 2017-2018 School Sessions

#### **EMPLOYMENT- RELATED ACTION TAKEN BY THE SUPERINTENDENT OF SCHOOLS FOR THE 2017-2018 SCHOOL SESSION**

##### **BELLE CHASSE MIDDLE**

1. ARABIE, LINDSEY – Science– Replacing Ashley Chauvin, Effective August 7, 2017
2. FOX, SEAN – Health and Physical Education – Replacing Sheila Boullion, Effective August 7, 2017

##### **BELLE CHASSE HIGH**

3. TRAHAN, RACHEL – Food Service Technician (7 Hour), Replacing Deana Billingsley - Effective August 4, 2017

##### **PHOENIX HIGH**

4. LEWIS, DANIELLE – Girl's High School Physical Education, Replacing Jasmine Hunt-Chadwick, Effective August 7, 2017
5. LOUQUE, ANDREW – Social Studies – Replacing Beau Felder, Effective August 7, 2017

##### **SOUTH PLAQUEMINES HIGH**

6. DENU, MICHAEL– Biology – Replacing Jodi Spencer, Effective August 7, 2017
7. RILEY, WITT – Band – Replacing Timothy Pardue, Effective August 7, 2017
8. PEADEN, HAROLD – 7<sup>th</sup>/8<sup>th</sup> Math – Replacing Jessica Stewart, Effective August 7, 2017
9. SYLVE, MICHAEL– High School Math – Replacing Roma Kerby, Effective August 7, 2017

10. LONGLEY, TASHA – Food Service Technician (7 Hour) – Replacing Sarah Sylve, Effective August 4, 2017
11. SAMPEY, ASHLEY – Food Service Technician (7 Hour) – Appointed By Sup. Rousselle, Effective August 4, 2017

#### **TRANSPORTATION**

12. MARTINEZ, SHAWN – Bus Driver – Replacing Sandra Gongre, Effective August 9, 2017

#### **WOODLAND CENTRAL OFFICE**

13. LANDRY, JARED – Computer Technician – Replacing Dane Quakenbush, Effective July 19, 2017
14. MARTIN, LAURA – Safe Schools/CTE – Replacing Kelly DiMarco, Effective July 11, 2017

#### **TRANSFERS/ REASSIGNMENTS**

#### **BELLE CHASSE PRIMARY (HEAD START DEPT)**

1. OLSEN, CANDACE – Head Start Team Assistant- Re-assigned from SpEd Paraprofessional, Replacing Melanie Watkins, Effective August 7, 2017
2. RAGAS, LUCIA – SpEd Paraprofessional servicing Head Start – Re-assigned from, SpEd Paraprofessional within BCP – Due to enrollment, Effective August 7, 2017

#### **B. RESIGNATIONS/RETIREMENT**

#### **BELLE CHASSE HIGH**

1. ST. CYR, ANDREA – Paraprofessional – Resignation due to teacher position BCHS, Last day worked as a paraprofessional was May 24, 2017

#### **BELLE CHASSE MIDDLE**

2. BOULLION, SHEILA – 7<sup>TH</sup> Grade Keyboard – Retirement, Last day worked was May 24, 2017

#### **FOOD SERVICE – PORT SULPHUR**

3. SAUCIER, LAUREN – Professional Assistant/Bookkeeper – Retirement, Last day worked was July 31, 2017

#### **PHOENIX HIGH SCHOOL**

4. RILEY, WITT - SpEd Paraprofessional- Resignation due to teacher position at SPSHS, Last day worked as a Paraprofessional was May 24, 2017
5. WIGSTROM, PATRICIA – Professional Assistant – Resignation, Effective October 1, 2017

#### **SOUTH PLAQUEMINES ELEMENTARY**

6. RAGAS (MATALAMAKI), KIMBERLY– Paraprofessional – Resignation, Effective May 24, 2017

#### **SOUTH PLAQUEMINES HIGH**

7. CARMOUCHE, TODRICK – Band Director – Never began working
8. KERBY, ROMA – High School Math – Resignation, Last day worked was May 24, 2017
9. SPENCER, JODI- Middle School Science– Resignation, Last day worked was May 24, 2017
10. MARTIN, LAURA – Assistant Principal – Resignation due to Safe Schools/CTE, Supervisor position at Woodland Central Office, Last day worked as an Assistant Principal is August 11, 2017

11. SYLVE, SARAH – Food Service Technician (7 Hour) – Resignation, Last day worked was May 24, 2017

#### **TRANSPORTATION**

12. SYLVE, MICQUELLA – Bus Driver – Resignation, Last day worked was May 24, 2017

13. WILSON, ANNETTE – Bus Aide – Resignation, Effective May 24, 2017

#### **WOODLAND CENTRAL OFFICE**

14. DIMARCO, KELLY – Safe Schools /CTE Supervisor – Resignation, Last day worked will be August 11, 2017

#### **C.LEAVES OF ABSENCE**

##### **PLAQUEMINES LEARNING CENTER**

1.CREDEUR, DEVAN – Social Studies – Requesting personal leave using accrued sick , Days and then extended sick leave beginning August 7, 2017 through August 18, 2017(tentative dates)

##### **SOUTH PLAQUEMINES HIGH**

2. FRAZIER, DANIELLE – Health and Physical Education, Requesting maternity leave using accrued sick days and then extended sick leave beginning September 5, 2017 through an approximate return date of October 27, 2017

#### **ADDENDUM**

##### **RESIGNATIONS/RETIREMENT**

##### **PHOENIX HIGH**

1. LOUQUE, ANDREW – Social Studies – Resignation, Never began working

##### **RE-APPOINTMENTS**

##### **SPECIAL EDUCATION DEPARTMENT (WCO)**

1. COX, ROBYN – IEP Coordinator/ESY Coordinator (12 Month), Effective immediately

2. PANSY, CAROLYN – IEP Coordinator (10 Month) – Previously Transition/Discipline Coordinator - Effective July 24, 2017

##### **Item 6 - Information Items- None**

##### **Item 7 – Citizens Comments- None (See Board Members’ Time for Agenda and Non-Agenda Comments)**

**Item 8 - Next Regular School Board Meeting** – Monday, September 11, 2017 at Belle Chasse Middle School, Belle Chasse, Louisiana 70037

##### **Item 9 - Adjournment**

There being no further business, and on the motion of Joyce Lamkin, seconded by Carlton LaFrance and carried, it was moved to adjourn the meeting. The meeting was adjourned at 7:08 P.M.

On roll call vote, in open meeting the vote on the motion was as follows: Unanimous

**YEA:** Darilyn Demolle-Turner, Daniel Morrill, Corey Arbourgh, Shayne Meyers, Joyce Lamkin, Fran Bayhi-Martinez, Carlton LaFrance, and Paul Lemaire

**NAY:** None

**ABSENT:** (1) Chuck Soileau

**ABSTAIN:** None

The motion passed by a vote of eight (8) “Yea” votes, no (0) “Nay” votes, no (0) “Abstentions”, (1) member “Absent”, and no (0) “Recusals.”

Respectfully Submitted,

/s/ Fran Bayhi- Martinez  
Fran Bayhi- Martinez- President

/s/ Denis Rousselle  
Denis Rousselle, Secretary