**PROCEEDINGS OF THE EVANGELINE PARISH SCHOOL BOARD**

**Ville Platte, Louisiana**

**October 17, 2018**

 Members of the Evangeline Parish School Board met this day in a regular scheduled meeting at 6:00 P.M. at the Media Center, 607 Harvey LeBas Drive, Ville Platte, Louisiana.

Members present were Mrs. Karen Vidrine, Ms. Georgianna Wilson, Ms. Wanda Skinner, Mr. Arthur Savoy, Mr. Michael W. Fontenot, Board President Wayne Dardeau, Board Vice-President Scott Limoges, Mrs. Sheila Joseph, Mrs. Peggy Forman, Ms. Nancy Hamlin, and Mr. Ellis Guillory, Sr.

Member absent were Dr. Bobby Deshotel and Mr. Lonnie Sonnier.

Also in attendance were Superintendent Darwan Lazard, Assistant Superintendent Michael Lombas, Assistant District Attorney Betsy Jackson, CFO Amy Lafleur, Directors Karen Soileau (CNP), and Roxane West (Special Education), Supervisors Philip Buller (Child Welfare & Attendance), Kelli Lafleur (special education), Linda Lafleur (elementary), Penelope McDaniel (Title I), Grace Sibley (Title I) and Acting Supervisor John Deshotel (Career/Technical, Transportation, & Textbooks). No principals or assistant principals were in attendance.

Board President Wayne Dardeau declared a quorum and ordered members to proceed with the business of the day at 6:00 p.m.

It was moved by Board Vice-President Scott Limoges, seconded by Ms. Nancy Hamlin, and recommended by Superintendent Darwan Lazard to add New Business Item #16 and Item #17 to the agenda.

There was no objection, question or comment from board members or audience in attendance.

Voting for the motion were Mrs. Karen Vidrine, Ms. Georgianna Wilson, Ms. Wanda Skinner, Mr. Arthur Savoy, Mr. Michael W. Fontenot, Board President Wayne Dardeau, Board Vice-President Scott Limoges, Mrs. Sheila Joseph, Mrs. Peggy Forman, Ms. Nancy Hamlin, and Mr. Ellis Guillory, Sr.

Motion carried unanimously.

**Item #1 –** It was moved by Mr. Ellis Guillory, Sr., seconded by Mrs. Peggy Forman , and recommended by Superintendent Darwan Lazard to approve minutes of previous meeting dated October 3, 2018, as presented.

There was no objection, question or comment from board members or audience in attendance.

Voting for the motion were Mrs. Karen Vidrine, Ms. Georgianna Wilson, Ms. Wanda Skinner, Mr. Arthur Savoy, Mr. Michael W. Fontenot, Board President Wayne Dardeau, Board Vice-President Scott Limoges, Mrs. Sheila Joseph, Mrs. Peggy Forman, Ms. Nancy Hamlin, and Mr. Ellis Guillory, Sr.

Motion carried unanimously.

**Item #2** – Maintenance Projects Report for September 2018 was presented. **(10172018RM Attachment #01)**

There was no question or comment from board members or audience in attendance.

**Item #3** – Warehouse Delivery Report for September 2018 was presented. **(10172018RM Attachment #02)**

There was no question or comment from board members or audience in attendance.

**Item #4** – CNP Maintenance Log for September 2018 was presented. **(10172018RM Attachment #03)**

There was no question or comment from board members or audience in attendance.

**Item #5** – Monthly Budget to Actual Report for all funds was presented by CFO Amy Lafleur. **(10172018RM Attachment #04)**

There was no question or comment from board members or audience in attendance.

**Item #6** – Sales Tax Comparison Chart for July 2018 to September 2018 was presented by CFO Amy Lafleur. **(10172018RM Attachment #05)**

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| EVANGELINE PARISH SCHOOL BOARD |
| SALES TAX COMPARISON |
| MONTH | 2018-2019 MONTHLY BUDGET | PERCENT OF BUDGET | 2018-2019 ACTUAL | 2017-2018 ACTUAL | FY 2019 TO 2018 VARIANCE |
| JULY | $600,000.00 | 113.06% | $678,355.57 | $643,986.93 | $34,368.64 |
| AUGUST | $600,000.00 | 100.24% | $601,415.63 | $578,251.25 | $23,164.38 |
| SEPTEMBER | $600,000.00 | 101.97% | $611,848.81 | $567,019.50 | $44,829.31 |
| TYD TOTAL | $1,800,000.00 | 105.09% | $1,891,620.01 | $1,789,257.68 | $102,362.33 |

There was no question or comment from board members or audience in attendance.

**Item #7** – Quarterly Medicaid Report as of September 30, 2018 was presented by CFO Amy Lafleur. **(10172018RM Attachment #06)**

There was no question or comment from board members or audience in attendance.

**Item #8** – Board President Wayne Dardeau reminded board members there will be only one regular scheduled board meeting per month for the next three months: November 14, 2018, December 12, 2018, and January 16, 2019.

There was no question or comment from board members or audience in attendance.

**Item #9** – Supervisor Kelli Lafleur presented a power-point presentation on walk-throughs being done in the district. **(10172018RM Attachment #07)**

The walk-through form documents are aligned to Louisiana Department of Education walk-through instruments. These documents focus on: 1) Tier 1 curriculum, which is the curriculum that is best aligned to Louisiana State Standards, 2) Using Tier 1 Curriculum as intended, 3) Pacing, 4) Using supports for struggling learners, and 5) Student Engagement. The use of these documents is to provide support/guidance on how to appropriately use the Tier 1 curriculum. Administrators have the ability to collect data to determine areas of strength and weakness. This information can be beneficial when determining next steps for school improvement, and how to further expand teacher knowledge/awareness of curriculum development and student achievement. All administrators have access to the walk-through forms using their EPSB email. All administrators were provided with an IPAD technology device to streamline the walk-through process. At least one administrator on each campus has been directed to conduct 45-minutes of walk-through observations daily. Teachers are provided with immediate feedback through their EPSB email. Walk-through observations usually last 5-15 minutes. These can be conducted at the beginning, middle or end of a lesson. Walk-through observation data can be used as part of the Compass Observation process.

There are three different observation tool form. One for Math, one for ELA and one for general classroom observation, which would be anything that does not fit into the Math or ELA model. Supervisor Kelli Lafleur demonstrated an example of a walk-through observation.

Assistant Superintendent Michael Lombas explained to board members that last year was the first year of the District implementing Eureka Math after having used Guidebook for the previous few years. It was noticed that the teaching were doing the implementation without exact fidelity. Walk-throughs are intended to help teachers improve their instruction. Also, walk-throughs can be accumulated and used as a Compass evaluation. This allows the administrator to get a better overview of what is actually happening in the classroom.

**Item #10** - Superintendent Darwan Lazard thanked CNP Director Karen Soileau, Middle School/Junior High Coordinator Sherral Tezeno and other staff members who worked on putting “Lunch with Law Enforcement – Evangeline” Program together. **(10172018RM Attachment #08)**

Superintendent Lazard explained that law enforcement officials in Evangeline Parish are very important to the District and have worked very well with the District in the past. The District is pleased with the support and responses it has received in the past from law enforcement, when needing assistance. This program is one way to show support and appreciation for law enforcement in Evangeline Parish. The program will give an opportunity to have an increased presence of law enforcement on our school campuses and increased security. The program will help our students and others on campus to know that just because there is law enforcement on campus that does not mean there is a problem. Superintendent Lazard feels we need to put law enforcement in a more favorable and positive light.

With board approval of the “Lunch with Law Enforcement – Evangeline” Program, law enforcement throughout the district can receive a complimentary lunch at any District school on the first and third Thursday of each month during the school year. If a law enforcement person is not in uniform, they would have to show their ID/credentials. Superintendent Lazard stated the Program is open to law enforcement from Mamou, Pine Prairie, Ville Platte, Turkey Creek, Basile, Chataignier, Ward 1/City Marshall, Evangeline Parish Sheriff’s Office, Wildlife & Fisheries Office and Louisiana State Police servicing Evangeline Parish.

There were several law enforcement personnel in the audience. They were asked to stand and identify themselves. They included: 1) Chief Neal Latigue (City of Ville Platte), 2) Ronald Doucet (Ward 1 City Marshall, 3) Nicole Snoddy (City Marshal secretary and deputy), 4) Katina Richard (Deputy Marshall), 5) Tony Vidrine (Deputy Marshall), and Horace Johnson (Deputy Marshal). Board Member Michael W. Fontenot was asked to represent the Evangeline Parish Sheriff’s Office.

It was moved by Mrs. Peggy Forman, seconded by Mr. Arthur Savoy, and recommended by Superintendent Darwan Lazard to approve providing complimentary lunches for law enforcement officers via the “Lunch with Law Enforcement – Evangeline” Program to operate on first and third Thursdays of the month during the school year at all EPSB schools using CNP funds or any appropriate grant.

There was no objection, question or comment from board members or audience in attendance.

Voting for the motion were Mrs. Karen Vidrine, Ms. Georgianna Wilson, Ms. Wanda Skinner, Mr. Arthur Savoy, Mr. Michael W. Fontenot, Board President Wayne Dardeau, Board Vice-President Scott Limoges, Mrs. Sheila Joseph, Mrs. Peggy Forman, Ms. Nancy Hamlin, and Mr. Ellis Guillory, Sr.

 Motion carried unanimously.

**Item #11** – The following requisition(s) were presented for approval/ratification:

1. Scholastic Book Fair -- $8,381.37 for Book Fair for Mamou Elementary School using School Library Funds (Requested by ME principal Troy Fontenot)
2. Apple Education -- $6,294.00 for Macbook computers for speech therapist to use, using IDEA funds (Requested by Special Education Director Roxane West)
3. Modern Technologies for Education -- $35,881.44 for computers for MHS and VPHS using Carl Perkins funding (Requested by Acting Supervisor John Deshotel)
4. Ratification of Farmer’s Gas -- $7,251.65 for Pine Prairie and Bayou Chicot bus fuel using General Fund (Requested by Acting Supervisor John Deshotel)
5. Ratification of Farmer’s Gas – $5,036.08 for regular education bus fuel using General Fund (Requested by Acting Supervisor John Deshotel)
6. Ratification of Russell Shane Gautreaux (Blue Junction) -- $7,394.45 for regular education and special education bus fuel using General Fund (Requested by Acting Supervisor John Deshotel)
7. Ratification of Shell Fleet Plus -- $14,288.40 for regular education and maintenance fuel using General Fund (Requested by Acting Supervisor John Deshotel)
8. Varsity Citrus Bowl -- $15,807.00 for BHS Citrus Bowl participation using BHS school funds (Requested by BHS Principal Anthony Bertrand)

It was moved by Mr. Michael W. Fontenot, seconded by Mrs. Peggy Forman, and recommended by Superintendent Darwan Lazard to approve/ratify requisitions, as presented.

There was no objection, question or comment from board members or audience in attendance.

Voting for the motion were Mrs. Karen Vidrine, Ms. Georgianna Wilson, Ms. Wanda Skinner, Mr. Arthur Savoy, Mr. Michael W. Fontenot, Board President Wayne Dardeau, Board Vice-President Scott Limoges, Mrs. Sheila Joseph, Mrs. Peggy Forman, Ms. Nancy Hamlin, and Mr. Ellis Guillory, Sr.

Motion carried unanimously.

**Item #12** – The following invoice was submitted for payment:

1. Associated Design Group, Inc. -- $17,500.00 for RFP Assistance and Negotiations of Energy Performance Contract using General Fund and to be offset by funds received from Johnson Controls (Requested by Superintendent Darwan Lazard and Presented by CFO Amy Lafleur)

It was moved by Mr. Ellis Guillory, Sr., seconded by Ms. Nancy Hamlin, and recommended by Superintendent Darwan Lazard to approve payment of invoice as presented.

There was no objection, question or comment from board members or audience in attendance.

Voting for the motion were Mrs. Karen Vidrine, Ms. Georgianna Wilson, Ms. Wanda Skinner, Mr. Arthur Savoy, Mr. Michael W. Fontenot, Board President Wayne Dardeau, Board Vice-President Scott Limoges, Mrs. Sheila Joseph, Mrs. Peggy Forman, Ms. Nancy Hamlin, and Mr. Ellis Guillory, Sr.

Motion carried unanimously.

**Item #13** – Personnel matters were presented as information:

**Item #13A** – **PERSONNEL CHANGES/RESIGNATIONS; RETIREMENTS;**

 **REASSIGNMENTS; TERMINATIONS:**

BASILE HIGH SCHOOL

Darrell Lejeune, part time regular education teacher, submitted letter of resignation effective 9/28/2018

CHATAIGNIER ELEMENTARY SCHOOL

Elizabeth Miller, LPN, submitted letter of resignation effective 10/13/2018

Mary Shakesnider, special education paraprofessional (replacing Robin Suire) reassigned from Mamou Elementary School effective 10/15/2018

MAMOU ELEMENTARY SCHOOL

Robin Suire, special education paraprofessional (replacing Mary Shakesnider) reassigned from Chataignier Elementary School effective 10/15/2018

**Item #13B – REAPPOINTMENT/APPOINTMENT OF PROFESSIONAL PERSONNEL**

JAMES STEPHENS MONTESSORI SCHOOL

Julie Guillory, part-time master teacher (not to exceed 20 hours per month; hourly rate of pay; Title I school-wide funding) effective 10/15/2018

**Item #13C – REAPPOINTMENT/APPOINTMENT OF SUPPORT PERSONNEL**

CHATAIGNIER ELEMENTARY SCHOOL

Damiana Slaughter, LPN (replacing Elizabeth Miller) effective 10/29/2018

VILLE PLATTE ELEMENTARY SCHOOL

Keavoni Shakesnider, art/music mentor tech (3 ½ hours per day/5 days per week; hourly rate of pay/ Direct Student Services funding), effective 10/3/2018

There was no question or comment from board members or audience in attendance.

**Item #14** – A handout was provided to board members with a listing of 2018 End-of-the Year In-Parish Training sessions for School Board Members. **(10172018RM Attachment #09)**

Training Sessions being offered are: 1) Wednesday, November 14, 2018 - EPSB Media Center Board Room from 4:00 p.m. to 6:00 p.m. Topics: Employee Investigations - 2 credit hours, Campaign Finance – 1 credit hour, Ethics Training – 1 credit hour; 2) Wednesday, November 28, 2018 – EPSB Central Office Teacher Training & Technology Lab from 6:00 p.m. to 8:00 p.m. Topics: Curriculum & Instruction (Eureka Math – 1 credit hour, ELA Guidebook – 1 credit hour); Campaign Finance – 1 credit hour, Ethics Training – 1 credit hour; and 3) Wednesday, December 12, 2018 – EPSB Media Center Board Room from 4:00 p.m. to 6:00 p.m. Topics: Educational pathways for Students (JumpStart – 1 credit hour, STEM – 1 credit hour); Campaign Finance – 1 credit hour, Ethics Training – 1 credit hour

Any board member wishing to attend any of the sessions is asked to inform Mrs. Sandra Vidrine, in order for the District to have time to prepare properly for the session.

**NEW BUSINESS Item #16** – The following requisition was presented for approval:

1. Apple Store -- $6,863.35 for ipads for parish preschool teachers using LA 4 state funds (Requested by Title I Director Maryann Fontenot)

It was moved by Mr. Arthur Savoy, seconded by Mr. Ellis Guillory, Sr., and recommended by Superintendent Darwan Lazard to approve/ratify requisitions, as presented.

There was no objection, question or comment from board members or audience in attendance.

Voting for the motion were Mrs. Karen Vidrine, Ms. Georgianna Wilson, Ms. Wanda Skinner, Mr. Arthur Savoy, Mr. Michael W. Fontenot, Board President Wayne Dardeau, Board Vice-President Scott Limoges, Mrs. Sheila Joseph, Mrs. Peggy Forman, Ms. Nancy Hamlin, and Mr. Ellis Guillory, Sr.

Motion carried unanimously.

**NEW BUSINESS Item #17 –** The following invoice was submitted for payment:

1. EQ Solutions -- $6,750.00 for labor and materials to lay vinyl tongue and groove floating floor in classrooms 503 and 504 at Ville Platte High School using special education funds (Presented by Special Education Director Roxane West)

It was moved by Ms. Georgianna Wilson, seconded by Mrs. Peggy Forman, and recommended by Superintendent Darwan Lazard to approve/ratify requisitions, as presented.

There was no objection, question or comment from board members or audience in attendance.

Voting for the motion were Mrs. Karen Vidrine, Ms. Georgianna Wilson, Ms. Wanda Skinner, Mr. Arthur Savoy, Mr. Michael W. Fontenot, Board President Wayne Dardeau, Board Vice-President Scott Limoges, Mrs. Sheila Joseph, Mrs. Peggy Forman, Ms. Nancy Hamlin, and Mr. Ellis Guillory, Sr.

Motion carried unanimously.

**Item #15** – Superintendent’s Comments

* Superintendent Darwan Lazard and Board President Wayne Dardeau presented new board member Sheila Joseph with her commission certificate and her board member identification card from the Louisiana Secretary of State.
* Superintendent Darwan Lazard congratulated Mamou Elementary School for receiving a “Beyond Words Grant” in the amount of $15,000.00. This grant will be used to help Mamou Elementary School with construction and improvements in the library. Superintendent Lazard thanked Dollar General for partnering with the Mamou Elementary School for this grant. District General Manager Mrs. Kim Coleman made the presentation to Mamou Elementary School on behalf of Dollar General. Mrs. Sheila Joseph and Mrs. Karen Vidrine were able to attend the presentation. The grant is based on the 2016 flood that occurred at Mamou Elementary School.
* Superintendent asked Supervisor Penny McaDaniel to share some good news received about the District’s 8(g) four year old Program and the 2017-2018 evaluation results.

Supervisor Penny McDaniel informed board members the District was recently monitored in one of our pre-kindergarten programs funding sources – 8g. The District services approximately 250 students in our four-year old pre-kindergarten programs. There are several areas we are monitored on: 1) Purpose of the program (our purpose is Kindergarten readiness), 2) Curriculum we use (we use Tier 1), 3) The type of resources we use to track students for Kindergarten readiness (we use TS Gold), 4) Personnel - whether we have certified personnel in the classrooms, and 5) Achieving our objectives (our objectives are: Language, Literacy and Math). We set a goal each year and are graded on how well we achieve that goal. The monitoring process is worth 150 points and if a District does not receive at least 100 points for three consecutive years, the District will lose that funding source. Our District received 150 out of 150 points for the 2017-2018 school year. Supervisor McDaniel thanked the pre-kindergarten teachers, pre-kindergarten administrators, the Board, and Superintendent Lazard for helping to make this possible.

* Handout was provided to board members about the 2018 LSBA Trailblazer held in Baton Rouge on October 8, 2018.
* Superintendent Lazard stated the Evangeline Parish Foundation has publicly announced and initiated their campaign to have an Endowment of $100,000.00 for our Teachers of the Year, our Principals of the Year, and education in general. The Foundation is asking for the support of the public and our employees. There are several options available to make a donations, in honor of a retired teacher, a deceased loved one, etc.
* The District received an invitation from KLFY-TV 10 for a student choir to participate/sing in their Christmas show. We felt it would be good to change it up a bit and for our 2nd grade French Immersion students from VPE and ME to form a choir and sing for KLFY’s Christmas Show. Supervisor Linda Lafleur along with ME Principal Troy Fontenot and VPE Principal Sally Moreaux will be coordinating this event.
* Superintendent Lazard visited the following District schools from 10/4/2018 to 10/17/2018: 1) VPHS, 2) VPE, 3) VE, 4) ME, 5) MHS, 6) WWS, and 7) EC’; some schools were visited multiple times.
* Superintendent Lazard stated the MHS gym project is going well.
* On Friday, October 12, 2018 he attended the celebration for former WWS principal, Christine Bacon. Ms. Bacon was recognized for 41 ½ years of dedicated service to the District. Mrs. Karen Vidrine, Ms. Sheila Joseph and Dr. Bobby Deshotel were board members in attendance at this celebration, in addition to some of the Superintendent’s staff.
* Superintendent Lazard announced the District’s enrollment for October 1, 2018 is 5,900 students.
* Superintendent Lazard announced he will be meeting with Johnson Controls tomorrow, October 18, 2018 to “launch” the project. At this meeting, a plan will be developed to determine which schools will be done first. All schools and district offices will receive new LED lighting and approximately 110 classrooms will receive new drop ceilings.
* Superintendent Lazard recognized Mr. Luis Ramirez, security specialist from Fidelis. Supervisor Philip Buller and Mr. Cody Perron were instrumental in securing a $150,000.00 grant for safety and security. In conjunction with this grant, Mr. Ramirez will be coming to the District on a monthly basis for one week at a time. He will visit our eleven schools, Evangeline Central, and the District offices. He will conduct evaluations regarding safety and security. He will, also, review safety and security/crisis plans that are established at each campus. He will make safety and security recommendations accordingly.

It was moved by Board Vice-President Scott Limoges, seconded by Mr. Ellis Guillory, Sr., and recommended by Superintendent Darwan Lazard to adjourn the meeting at 6:40 p.m.

There was no objection, question or comment from board members or audience in attendance.

Voting for the motion were Mrs. Karen Vidrine, Ms. Georgianna Wilson, Ms. Wanda Skinner, Mr. Arthur Savoy, Mr. Michael W. Fontenot, Board President Wayne Dardeau, Board Vice-President Scott Limoges, Mrs. Sheila Joseph, Mrs. Peggy Forman, Ms. Nancy Hamlin, and Mr. Ellis Guillory, Sr.

Motion carried unanimously.

 **President**

 **Secretary-Treasurer**