

# **ST. MARTIN PARISH SCHOOL BOARD**

**NOVEMBER 4, 2020**

**BREAUX BRIDGE, LOUISIANA**

## **MINUTES**

The St. Martin Parish School Board convened on this day at 5:00 P.M. at the Administrative Office with the following members present: Messrs. Russel C. Foti, President, Steve Fuselier, Jimmy Durio, Mike Clay, Richard Potier, Frederic Stelly, Floyd Knott, Mark Hebert, and Mrs. Wanda B. Vital and Ms. Edna M. Johnson.

ABSENT: None

The meeting was called to order by Russel C. Foti, President. Mr. Allen Blanchard, Jr., Superintendent, opened the meeting with a prayer and the pledge of allegiance.

Ms. Roxanne Howard, Custodian of the Department of Administration, was recognized as the October Employee of the Month sponsored by Southern Scripts.

On the motion of Mr. Hebert, seconded by Mr. Stelly, and unanimously carried, the Board approved the following consent agenda items:

- a) Minutes of the following meetings:
  - 1) Finance Committee Meeting of October 7, 2020
  - 2) Regular Meeting of October 7, 2020
- b) Request for waiver of sales tax penalties
- c) Memorandum of Understanding (MOU) and addendum to the MOU with the Bureau of Justice Assistance (BJA) Stop School Violence Threat Assessment and Technology Reporting System
- d) Changes to the 2020-2021 Personnel Evaluation Plan regarding the EIS Facilitator job description
- e) Changes to the 2020-2021 Personnel Evaluation Plan by reducing the number of observations at TAP schools from three (3) observations to two (2) observations for the 2020-2021 school year
- f) Policy revisions for inclusion in the St. Martin Parish School Board Policy Manual:
  - 1) EBBD, Emergency Closing of Schools
  - 2) GBRIBC, Emergency Family and Medical Leave (EFMLA) and Emergency Paid Sick Leave (COVID-19 Pandemic)
  - 3) GAAA, Equal Opportunity Employment
  - 4) GAE, Non-Title IX Complaints and Grievances
  - 5) GAMC, Investigations
  - 6) JAAA, Title IX Sexual Harassment
  - 7) GAEEA, Title VII Employee Sexual Harassment
  - 8) JCEA, Sexually Related Student Misconduct
  - 9) EBBI, Public Health Emergency
  - 10) BCAD, Teleconference/Remote Participation in School Board Meetings
  - 11) CBD, Employment of Superintendent
  - 12) DJE, Purchasing
  - 13) DJED, Bids and Quotations
  - 14) EFC, Business Continuity and Technology Disaster Recovery
  - 15) IDFAB, Sports Injury Management and Concussions
  - 16) JGC, Student Health Services
  - 17) JGCE, Child Abuse
- g) Outside Employment Policy for Child and Adult Care Food Program (CACFP)
- h) 10.5 month employee sick leave

On the motion of Mr. Stelly, seconded by Mr. Fuselier, and unanimously carried, the Board approved the following Finance Committee recommendations:

- a) Accept Scenario 1 with regard to the reallocation of the 2013 and 2016 bond funds (attached as Exhibit A)
- b) Issuing a Request for Proposal (RFP) for network and internet connections
- c) Requesting the Non-Federal Match Waiver for 2020-2021 for Head Start & Early Head Start
- d) Head Start Job Descriptions and Salary Schedules

Board Member Floyd Knott discussed the location of the Coteau Rodaire (Huron) Head Start-Early Start School.

The Board Members' request regarding the stipend to all employees was postponed until the December Board meeting.

Board Member Mark Hebert expressed concerns regarding donations to Board Members for campaign contributions.

On the motion of Mr. Fuselier, seconded by Mr. Stelly, and unanimously carried, the Board went into Executive Session.

On the motion of Mr. Hebert, seconded by Mr. Stelly, and unanimously carried, the Board came out of Executive Session.

On the motion of Mr. Clay, seconded by Mrs. Vital, and unanimously carried, the Board approved to award 4 years of experience on the salary schedule to Employee A.

On the motion of Mrs. Vital, seconded by Ms. Johnson, and unanimously carried, the Board approved to move Employee B from a Tech I to a Tech II.

No action was necessary for the pending litigation, Thomas v. St. Martin Parish School Board, Civil Action No. 11314 (W.D.La.).

On the motion of Mr. Hebert, seconded by Mrs. Vital, and unanimously carried, the Board adjourned.

---

SECRETARY

---

PRESIDENT