

**JEFFERSON DAVIS PARISH SCHOOL BOARD
AUGUST 20, 2020**

The Jefferson Davis Parish School Board met in regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, August 20, 2020, at 6:00 p.m., with the following School Board members present: President, Jody Singletary, Members, Phillip Arceneaux, Greg Bordelon (arrived late), Donald Dees, David Doise, James Segura, Denise Perry and Paul Trahan.

Virtual Listening: Jason Bouley and Terry Leger

Absent: Charles Bruchhaus, David Capdeville and Malon Dobson

The following guidelines were given for this meeting:

The Jefferson Davis Parish School Board welcomes public input as to all agenda items which it considers and understands the inconvenience which COVID-19 guidelines impose. In an effort to meet within the CDC recommendations and to comply with the Governor's orders, while at the same time providing the opportunity for public comment, the Board will adhere to the following procedures at its August meetings:

1. Capacity limitations of 20 persons (First preference to Board Members and necessary staff) will be followed in the Board Room at its normal meeting place in Jennings, LA;
2. Public participants wishing to become an active part of the meeting agenda must request written permission (via email to debbie.abshire@jdpsbk12.org) no later than one day prior to the meeting date. Individual speakers are granted three minutes to speak when public comment is acknowledged.
3. Once public participants have submitted a written request to speak, they will receive the active participant link via email.
4. This is a live remote-access meeting for public participation. Video and audio will be recorded throughout the entirety of this meeting and will be archived.
5. As this is a live remote-access meeting, all active speakers are to adhere to professional meeting etiquette. Please refrain from using any profane language or making derogatory remarks aimed at any individual or group.
6. This meeting will be moderated for all active participants. Any active participant not adhering to the guidelines set forth in this document will be muted or removed from the meeting (depending on extent of violation).
7. Active participants are asked to mute their microphones when not speaking. Unmuted participants (not actively speaking or asked to speak) will be muted by the moderator.
8. During the meeting, questions can be submitted using the "Chat" feature (comment bubble icon). All questions submitted in the "Chat" feature will be visible to all participants and should adhere to the same guidelines as outlined in number 2 on this page.
9. This meeting will be live-streamed (view only) to the public. The live-stream link will be available on the district website at www.jeffersondavis.org.

The meeting was called to order by President Singletary.

President Singletary certified the following:

- A. Governor has declared a State of Emergency
- B. Nature of Emergency could cause more than 20 persons present in the Boardroom to be detrimental to the health, safety and welfare of the Public in order to adhere to social distancing guidelines;
- C. This is a live remote-access meeting for public participation. Video and audio will be recorded throughout the entirety of this meeting and will be archived.
- D. This meeting will be live-streamed (view only) to the public. The live-stream link will be available on the district website at www.jeffersondavis.org.

The record will reflect that all requests for public participation were sent info by Mrs. Duhon.

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An invocation by Mrs. Perry, followed by the Pledge of Allegiance to the U.S. flag led by Mr. Dees.

Motion by Mr. Arceneaux, seconded by Mr. Dees and unanimously carried to approve the School Board minutes of the Regular Meeting on July 16, 2020 and the Special and Special Meeting on July 30, 2020.

Motion by Mr. Doise, seconded by Mr. Dees and unanimously carried that the Board call for a vote to take care of items of business not listed on the original agenda or to change the order of topics to be addressed and to add the following New Business items.

1. APPROVE PUPIL PROGRESSION PLAN.
2. REVISE THE JOB DESCRIPTION FOR ACCOUNTS PAYABLE BOOKKEEPER II.

FINANCE COMMITTEE:

The following recommendations were made by Mr. James Segura, Finance Committee Chairman, that the School Board:

Grant permission to fund students' CLEP exams during the 2020-2021 school year at an approximate cost of \$20,000 (\$89 per exam) due to the weight CLEP scores carry in high schools' performance scores. In addition to earning schools points in the quality of diploma area of their performance scores, students can also earn college credit for corresponding CLEP exams. Funding to first be paid through any available resource (grant, Title, etc.) with the balance to be paid from the General Fund. Motion seconded by Mr. Doise and unanimously carried.

Grant permission to JWES to accept a \$10,000.00 donation from United Way. Funds to be used to help defray the cost of students' supply needs. Motion seconded by Mr. Dees and unanimously carried.

The Child Nutrition Program requests permission to purchase 11 AC-105 Crimpers from Angel Equipment at a cost of \$4,481.20. They will be used to seal the aluminum 3 compartment trays for in school lunches. Two other quotes were solicited, but not submitted, from SW Bar Needs and Central Restaurant. Motion seconded by Mrs. Perry and unanimously carried.

Grant permission to WHS Baseball program to accept a \$5,000.00 donation from Nutrien Ag Solutions, Inc. Funds to be used towards purchasing equipment and other expenses for the WHS Baseball Program. Motion seconded by Mr. Trahan and unanimously carried.

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Grant permission to pay the Louisiana School Boards Association annual dues in the amount of \$9,352.00. (General Fund) (This is an increase of \$4.00 from the previous year). Motion seconded by Mr. Arceneaux and unanimously carried.

Grant permission to EES to accept a \$500.00 donation from Woodmen of the World. Funds to be used for rewards for SWPBIS for EES. Motion seconded by Mr. Trahan and unanimously carried.

Mr. Bordelon arrived to meeting.

Approve the 2019-2020 Budget revision for the General Fund, Special Revenue Maintenance Funds, Special Revenue Federal Funds, and the School Food Service Fund along with the accompanying Budget Resolution as presented by the Director of Finance. Motion seconded by Mrs. Perry and unanimously carried.

Approve the 2020-2021 Operating Budget for the General Fund, Special Revenue Maintenance Funds, Special Revenue Federal Funds, and the School Food Service Fund along with the accompanying Budget Resolution as presented by the Director of Finance. A public hearing concerning the budget was held on Tuesday, August 18, 2020 at 4 pm in the Board Room in accordance with state law. Motion seconded by Mr. Doise and unanimously carried.

Grant permission to Danielle Simien to purchase 6 Adobe Creative Cloud license bundles for EHS, WHS, LHS, LAHS, HHS AND JHS at a cost of \$2,496.00 for the renewal of the ADOBE software for students to learn the Adobe content in preparation for the credentialing exam. Earning this statewide credential will benefit the school and district's accountability as well as assist students in satisfying graduation requirements necessary for their Jumpstart pathway. The total cost for this purchase will be \$14,976.00 to be paid for out of Career Development Funds. Motion seconded by Mrs. Perry and unanimously carried.

Grant permission to Danielle Simien to purchase 6 license bundles for EHS, WHS, LHS, LAHS, HHS and JHS @ \$3,3375.00 each for the renewal of the GMETRIX software for students to prepare for the Adobe credentialing exam. Earning this statewide credential will benefit the school and district's accountability as well as assist students in satisfying graduation requirements necessary for their Jumpstart pathway. The total for this purchase will be \$20,250.00 to be paid for out of Carl Perkins funding. Motion seconded by Mr. Bordelon and unanimously carried.

Grant permission to Danielle Simien to purchase 900 virtual seats through Edmentum (number could increase or decrease by the end of the 5 day grace period) at \$250.00 each to accommodate those students that will not be attending school in the traditional face to face setting but virtually through Jeff Davis Virtual Academy instead (initial

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payment of \$225,000 and monthly charges thereafter). We will pay this \$250.00/month for each student's seat on this virtual platform according to the monthly enrollment. To be paid from the General Fund. Motion seconded by Mr. Dees and unanimously carried.

Grant permission to LAHS Football Program to accept a \$750.00 donation from Chris Mallett State Farm Agency and a \$250.00 donation from Noah LaBauve State Farm Agency. Funds to be used for the LAHS Football Program to update the sound system. Motion seconded by Mr. Bordelon and unanimously carried.

Grant permission to LHS to purchase on state contract from Trox CDI Technologies, Three (3) Seventy-five Newline Interactive Panels at a cost of \$9,135.00 (\$3,045.00 each) and One (1) Sixty-five inch Newline Interactive Board at a cost of \$2,131.00. Total cost of \$11,266.00 to be paid from District #8 Maintenance. Motion seconded by Mrs. Perry and unanimously carried.

INFORMATION:

As per the COVID-19 Resolution passed on March 19, 2020, granting Superintendent Credeur emergency powers and to report in reasonable intervals expenditures and actions taken, Superintendent reports the following:

EXPENSES:

1. Dell EMC - 4,674 Chrombooks
\$1,084,386.00
Funding Source: COVID19 Strong Start 2020
CARES Act - 600 STUDEV
2. Elementary Schools long term subs
Provide each Elementary School (7) location with a long term sub that will float at each school. This sub will be utilized to routinely relieve teachers for restroom breaks, emergency breaks, or a variety of other similar situations.
Approximate cost thru mid-term is \$45,000.00 plus benefits.
Funding Source: General Fund
3. Sub Custodians
Sub custodians provided to each campus
\$68,000.00 plus benefits.
Funding Source: General Fund
4. Additional Cleaning supplies to comply with COVID19 cleaning Requirements:

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1. Touch free floor stands, foam hand sanitizers, micro cloths, Portable potties for Graduations, hand sanitizers, face masks, dispensers, Plexi glass, rejuv nal, handles, gloves (various sizes), shipping costs, quick defense disinfectant wipes, disinfectant wipes, spray triggers, PVC Aprons, Visitors specs, googles, Alcohol hand sanitizer, google shields, quad dis plus (4 gal and 55 gal), matic button, sprayers and batteries and foggers.

Total to date \$125,882.63

Funding Source: General Fund

5. Other computer related expenses:

Gaggle Filtering - \$25,726.00

Carts - \$75,525.00

Outdoor Access Points - \$25,372.82

Smart Buses - \$4,430.00

Cradlepoints (Public Buildings) - \$2,658.00

ACTIONS:

1. Deviation from the current dress code to allow teachers to wear scrubs during COVID Pandemic.

POLICY COMMITTEE

The following recommendations were made by Chairman, Mr. Phillip Arceneaux, that the School Board adopt the following new policy:

1. Public Health Emergency (Update): EBBI

On Tuesday, July 14, 2020, the Louisiana Board of Elementary and Secondary Education (BESE) revised Bulletin 741, *Louisiana Handbook for School Administrators*, to include new rules regarding minimum health and safety standards for reopening school facilities safely for the upcoming 2020-2021 school year. Newly adopted Chapter 4 sets forth these new standards, with the intent of protecting students, staff, and others on school property from the coronavirus to the extent possible during the pandemic. These new standards follow the Louisiana Department of Education's release earlier this month of the document entitled *School Reopening Guidelines and Resources*, which also outlined recommendations for reopening of the physical school environment. It is Forethought Consulting's strategy for compliance with this mandate to revise the recently sent policy *Public Health Emergency* to include a new paragraph that incorporates the standards just adopted by BESE by reference. The added paragraph provides that the School Board shall adopt the standards of Chapter 4 of Bulletin 741 for the 2020-2021 school year and abide by its Provisions. Compliance with these minimum standards adopted by BESE for the 2020-2021 school year is required by Act 9 of the 2020 First Extraordinary Session of the Louisiana Legislature. Compliance allows School Boards to avail themselves of the civil immunity provisions of that Act. (Updated July, 2020, Effective upon approval)

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2. Title IX Sexual Harassment

On May 16, 2020 the United States Department of Education published its final rule recognizing sexual harassment as unlawful sex discrimination under Title IX of the Educational Amendments of 1972. The U.S. Department of Education's new regulations impose important legal obligations on School Boards that require a prompt response to knowledge of sexual harassment in a School Board's education program and activity.

Forethought Consulting, Inc. has prepared revisions to several policies and drafted a new *Title IX Sexual Harassment* policy as a result of the new Title IX sexual harassment regulations.

Forethought Consulting notes that the regulations impose mandatory requirements for responding to Title IX sexual harassment, including requirements for Title IX sexual harassment investigations and grievance procedures.

The new regulations have fundamentally changed student sexual harassment policies.

As a result of the new regulations, the current *Student Sexual Harassment* policy has been revised and retitled as *Sexually Related Student Misconduct* and a new comprehensive *Title IX Sexual Harassment* policy has been developed. Where most School Boards formerly had two (2) sexual harassment policies (one for employees and one for students), Forethought Consulting now recommends that School Boards adopt three policies related to sexual misconduct. (Effective upon approval)

**3. Title VII Employee Sexual Harassment (Updated): GAEEA
Title IX Sexual Harassment (New Policy): JAAA
Sexually Related Student Misconduct (Updated): JCEA**

(Effective upon approval)

In addition to the three policies noted above, Forethought Consulting has also revised policies *Equal Opportunity Employment*, *Non-Title IX Complaints and Grievances*, and *Investigations* to reflect that all Title IX sexual harassment complaints are to be addressed under the *Title IX Sexual Harassment* policy and the procedures developed and maintained pursuant to that policy.

The remaining policy revisions are undertaken to both provide guidance on the appropriate procedures to be followed in the event of sexually related incidents and to reconcile with the new *Title IX Sexual Harassment* policy.

**4. Equal Opportunity Employment (Updated): GAAA
Non-Title IX Complaints and Grievances (Updated): GAE
Investigations (Updated): GAMC**

(Effective upon approval)

Motion seconded by Mr. Segura and unanimously carried.

The following committees had no reports to present:

Insurance - David Doise, Chairman

Building & Grounds - Terry Leger, Chairman

Transportation - Greg Bordelon, Chairman

16th Section - Charles Bruchhaus, Chairman

Ward II (Ad Hoc) - Donald Dees, Chairman

Legislative Liaison - Donald Dees, Chairman

Food Service Committee - Malon Dobson, Chairman

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The Sales Tax report was given by Mrs. Meghan Campbell, Finance Director.

NEW BUSINESS:

Motion by Mr. Doise, seconded by Mr. Segura and unanimously carried to grant permission to Superintendent Credeur, to approve and pay all invoices submitted for the construction at Elton Elementary School.

Motion by Mr. Dees, seconded by Mr. Arceneaux and unanimously carried to approve the 2020-2021 Pupil Progression Plan and authorize the Board President and Superintendent to execute the Formal Submission Statement.

Motion by Mr. Doise, seconded by Mr. Trahan and unanimously carried to revise the Job description for Bookkeeper II to include the following:

20. Perform all other duties that are signed by the Director of Finance, Accountant and/or the Superintendent.

INFORMATION:

1. MUST BE READ ALOUD

Pursuant to L.R.S. 42:11, et seq., a public meeting will be held in accordance with the Open Meetings Law including allowing a public comment period before taking a vote, R.S. 42:14(D), to levy the ad valorem millage rates for the 2020 tax year, including those taxing districts that have renewed an existing millage for an additional 10-year period. The meeting will be held at 6 pm on Thursday, October 15, 2020 in the Board Room of the Jefferson Davis Parish School Board located at 203 E. Plaquemine Street, Jennings, Louisiana. As required by R.S. 42:19.1, this notice giving date, time, place and subject matter of public meeting to adopt the annual millage rate(s) of this district will be published in the official journal and announced during the course of a regularly scheduled meeting no more than 60 days nor less than 30 days prior to the School Board adoption of the ad valorem tax millages for the 2020 tax year.

2. Condolences are extended to the families of:

A. Edna Marie Simon, JWES Teacher, who was beginning her 32nd teaching Year.

B. Dorothy Reed, HHS Cafeteria Tech, who retired in 2007 with 19 years.

3. The Jefferson Davis Parish School Board 2020-21 Pupil Progression Plan Committee will meet at the Jefferson Davis Parish School Board Office on Monday, August 10, 2020 at 2:00 p.m. The Jefferson Davis Parish School Board

will be considering the 2020-2021 Pupil Progression Plan in addition to the monthly Agenda at its monthly meeting on August 20, 2020.

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PERSONNEL CHANGES

A. Personnel appointments as determined by the Superintendent:

A. Personnel appointments as determined by the Superintendent:

1. Name **KIM EDWARDS**, EES Assistant Principal, effective 08/06/20, re: Katie Maggio promotion.

B. Personnel changes:

APPOINTMENTS (EFFECTIVE 08/11/20 unless otherwise stated)

1. Rachelle Edwards, LAHS Teacher, re: James Lamey resignation.
2. Ronchella Turner, LAHS Gifted Teacher, re: Michelle Hebert retirement.
3. Christian McCone, JWES Teacher, re: Edna Marie passing.
4. Susannah Bourque, WAR Counselor, re: Monica Veronie resignation.
5. Kourtney Breaux, WAR Teacher, re: Shanna Gillett transfer.
6. Lindsay Bazinet, EES Special Ed Teacher, re: Gwen Deshotel retirement.
7. Cyrus Vidrine, JHS Teacher, re: Tarra Kull transfer.
8. Sandra Davis, EHS Sped Para, 08/13/20, re: Kay Francis retirement.
9. Daphne LeJeune, Sped Para, 08/13/20, re: Amy Hulseley transfer.
10. Amy Hulseley, JWES Teacher, re: Gabrielle Watkins resignation.
11. Denver Brown, WHS Teacher, re: Sarah Heiss resignation.
12. Layton Hebert, Technology Technical Specialist, 08/03/20, re: Carl LeGros retirement.
13. Mercedes Gonzales, LAHS Teacher, re: Shannon McSwain transfer.
14. Leah Marlow, HHS Teacher, re: Long Term substitute for B. Ridout.
15. Melanie Lee, WES Teacher, re: Misty Stantz resignation.
16. Donna Peterson, LHS Bus Driver, re: Bonnie Hall retirement.
17. Cindy Chaisson, WES Bus Driver, re: Susan Prejean transfer.
18. Morgan Woods, LAHS Teacher, re: Christopher Martin resignation.
19. Cason Robsinson, LAHS Teacher, re: Pat Deshotel transfer.
20. Catherine Trahan, WEIC Para, 08/13/20, re: Chyna Chan resignation.
21. Tiffany Metoyer, JHS Teacher, re: Mark Delaney resignation.
22. Kevin R. Keeler, Jr., WHS Band Director, re: Neil Quinn resignation.
23. Elanea Golmaryami, WAR SPED Teacher, re: B. Sonnier retirement.
24. Adrienne Miller, EES Counselor, 08/18/20, re: Kim Edwards promotion.
25. Veronica Vige, JES Teacher, re: Devin May transfer.

TRANSFERS

1. Tarra Kull, JHS to WHS, 07/21/20, re: Angela Ogea resignation.
2. Kimberly Edwards, EES Counselor to EES Assistant Principal, effective 08/06/20, re: Katie Maggio promotion.
3. Shanna Gillett, WAR Teacher to WAR Librarian, 08/11/20, re: Kayla Bruchhaus resignation.
4. Susan Prejean, WES Bus Driver to LAH/LAE Bus Driver, 08/17/20, re: Carleen Kopnicky passing.

5. Katie Maggio, EES Assistant Principal to EES Principal, 07/27/20, re: David Harper transfer.

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6. Rory Myers, JES Principal to Education Media Center Federal Programs Coordinator, 07/20/20, re: Angie Bech.
7. Sheila Landry, EMC part-time Custodian/JHS part-time Custodian to JHS full-time Custodian, 07/20/20, re: new position.
8. Shannon McSwain, LAHS Teacher to JHS Teacher, 08/11/20, re: Paul Garbarino transfer.
9. JoAnn Davis, Central Office part-time Custodian to EMC part-time Custodian, 07/07/20, re: Sheila Landry transfer.
10. David Harper, EES Assistant Principal to EES Principal, 07/28/20, re: Rory Myers promotion.
11. Laurie Duhon, Technology Coordinator to Technology Supervisor, 07/17/20,
Re: Promotion.

EXTENDED MEDICAL LEAVES

1. A. Hymel, Central Office Tax Administrator, 08/10/20 to 09/28/20.
2. J. Slate, EHS Tech, 08/27/20 to 01/22/21.
3. K. Badon, JES Teacher, 08/26/20 to 10/08/20.
4. A. Crochet, LHS Counselor, 11/02/20 to 01/04/21.
5. L. Ardoin, WES Teacher, 09/21/20 to 11/13/20.
6. A. Hargroder, JHS Teacher, 08/30/20 to 10/11/20.
7. L. Self, JWES Teacher, 07/29/20 to 09/23/20.

MATERNITY

1. A. Crochet, LHS Counselor, 11/02/20 to 01/01/20.
2. L. Ardoin, WES Teacher, 09/15/20 to 11/13/20.
3. A. Hargroder, JHS Teacher, 08/31/20 to 11/20/20.
4. K. Badon, JES Teacher, 08/25/20 to 10/06/20

RESIGNATIONS

1. Gabrielle Thibodeaux, JWES Teacher, 05/22/20.
2. James Lamey, LAHS Band Director, 11/01/20.
3. Monica Veronie, WAR Counselor, 07/31/20.
4. Dorian Warfield, JHS part-time Clerical, 07/31/20.
5. Sarah Heiss, WHS Teacher, 08/05/20.
6. Angela Ogea, WHS Teacher, 08/01/20.
7. Christopher Martin, LAHS Teacher, 05/22/20.
8. Kayla Bruchhaus, WAR Librarian/Teacher, 07/20/20.
9. Chris Lougon, Maintenance, Warehouse/Tech Center, 07/10/20.
10. Brent Stantz, WEIC Assistant Principal, 06/30/21.
11. Andrea Baker, WES Title I Lab Manager, 07/24/20.
12. Misty Stantz, WES Teacher, 08/05/20.
13. Olivia Green Hollier, JES Teacher, 05/23/20.
14. Rachael Anne Brignac, WES Speech-Therapist, 08/13/20.

15. Angela Reeves, WHS Cafeteria Tech, 07/31/20.
16. April Richard, WEIC Clerical Aide, 09/02/20.

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RETIREMENTS

1. James Lopez, Skilled Maintenance, Warehouse/Tech Center, 08/10/20, with 27.89 years of service.
2. Gwendolyn Deshotel, EES Para, 07/31/20, with 23 years of service.
3. Michelle Hebert, Gifted Teacher, 08/18/20, with 20.53 years of service.
4. Kay Francis, EHS Para, 08/03/20, with 17.17 years of service.
5. Roma Lynne Bergeron, WES Teacher, with 25 years of service.

SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION

1. Thanked Board for providing additional staff to locations.
2. Advised that he and Mr. Hall have made multiple visits to each campus in the past two weeks.
3. Addressing all challenges as they arrive.
4. Commended hard work of all staff.
5. Virtual Fridays - Advised Board that tomorrow will be a trial run. Thereafter, Fridays will be virtual learning.

There being no other business to come before the Board, it was moved by Mr. Dees, seconded by Mr. Doise and unanimously carried, to adjourn.

/s/ Jody Singletary, President

ATTEST:

/s/Kirk Credeur, Secretary/Superintendent

Note: Items purchased by quotes or bids may be reviewed at the School Board office during normal business hours. All policies can be reviewed at any facility under the jurisdiction of the Jefferson Davis Parish School Board.