

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
DECEMBER 16, 2021**

The Jefferson Davis Parish School Board met in Regular session at Lake Arthur High School, 4374 Tiger Lane, Lake Arthur, LA 70549, on Thursday, December 16, 2021, at 10:00 a.m., with the following School Board members present: President, Jody Singletary, Members, Vice-President, James Segura, Phillip Arceneaux, Jason Bouley, Charles Bruchhaus, Donald Dees, Malon Dobson, David Doise, Denise Perry and Paul Trahan. Absent: Greg Bordelon, David Capdeville and Terry Leger.  
Legal Counsel Present: District Attorney, Elliott Cassidy.

The meeting was called to order by President Singletary.

An invocation by Lake Arthur High School Student of the Year, Zoe Sonnier, followed by the Pledge of Allegiance to the U.S. flag led by Lake Arthur High School and Jefferson Davis Parish Middle School Teacher of the Year, Mrs. Kendalyn Hebert.

Roll call was done by Mrs. Abshire. Mrs. Abshire verified that there were no requests for public comment.

Motion by Mr. Bouley, seconded by Mr. Dees and unanimously carried to approve the School Board minutes of the Meeting on November 18, 2021.

Motion by Mr. Trahan, seconded by Mrs. Perry 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.

**RECOGNITIONS OR PRESENTATIONS:**

Welcome by Lake Arthur High Principal, Mrs. Amanda Fontenot.

A musical presentation was presented by Lake Arthur High School Band members, Jeremiah DeVille, Zachary Conner, Triniti Dartez, Blake Landry, Alex LeJeune, Jimmy Moore, Chloe Collins, Courtland DeVille, Landan Perry, Madilyn Caron, Bayli Hebrt, Alexis Moore, Blaison Landry, Jenna Mallett, Jake Martin, Adam McGee, Colin Shaw, Cadence Hodges, and Danny Miller under the direction of Band Instructor, Miss Rachelle Edwards.

**ELECTION OF 2022 SCHOOL BOARD PRESIDENT AND VICE-PRESIDENT.**

President Singletary turned the meeting over to Superintendent Credeur for election of President.

Motion by Mr. Dobson, seconded by Mr. Bouley to nominate James Segura for president.

Motion by Mr. Arceneaux and seconded by Mr. Dees that nominations cease.  
James Segura was unanimously elected as President for 2022.

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Motion by Mrs. Perry, seconded by Mr. Segura to nominate Paul Trahan as Vice-president.

Motion by Mr. Bouley and seconded by Mr. Arceneaux that nominations cease.

Paul Trahan was unanimously elected as Vice-President for 2022.

**FINANCE COMMITTEE:**

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

Grant permission to the Superintendent to enter into a piggyback purchase arrangement between Jefferson Davis Parish School Board and the Ascension Parish Sheriff Department to utilize their bid for purchase of District-wide (School and Central Office) Mobile Radios, Portable Radios and Control Stations, pending receipt of a permission letter from the purchasing agent and Chief Financial Officer for Ascension Parish Sheriff Department and provided that all conditions of R.S. 38:3211.1 are met. Using the Piggyback process over the state contract rate is a substantial savings on the cost of the purchase. The new radios are an upgrade to the power level of each radio and addresses the aging tower antenna issue. The total purchase is estimated to cost \$380,922.50 to be paid for with ESSER II Formula funds. Motion seconded by Mr. Doise and unanimously approved.

Grant permission to contribute \$7,500.00 to the Jeff Davis Arts Council "Arts in Education" program. To be paid from General Fund. Motion seconded by Mr. Bouley and unanimously approved.

Grant permission to JHS to accept the following donations:

1. JHS Science Dept - \$420.00 from The Fred B. & Ruth B. Zigler Foundation to be used for admission tickets to the Natural Science Museum Event in Houston, TX.
2. JHS Leo Club - \$200.00 from Jennings Lion Club - funds to be used for their community project to help Club buy presents for underprivileged families.
3. Boys Basketball program, - \$350.00 from an anonymous donor - funds to be used to help defray the expenses of team uniforms and equipment.

Motion seconded by Mr. Arceneaux and unanimously approved.

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Adopt the following Schedule of Indexes for Instructional Administrators (to include tennis & golf stipends that were accidentally omitted):

Motion seconded by Mr. Arceneaux and unanimously approved.

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
SCHEDULE OF INDEXES FOR INSTRUCTIONAL ADMINISTRATORS  
EFFECTIVE FOR FISCAL YEAR BEGINNING JULY 1, 2021**

**Note: All Indexes Are Based On The Nine-Month Teachers Salary Formula (7/1/13)**

**Principals**

Pupil Registration Based on February Child Count:(revised 5/6/21)

	Grade				
	K-6	K-8	6-8	K-12	7-12
0-399	1.40	1.42	1.44	1.48	1.49
400-599	1.41	1.43	1.45	1.49	1.52
600-699	1.42	1.44	1.46	1.5	1.55
700-799	1.45	1.48	1.5	1.53	1.55
800-899	1.49	1.51	1.53	1.54	1.55
900-999	1.51	1.53	1.54	1.55	1.55
1000 +	1.53	1.53	1.54	1.55	1.55

Revised 5/6/2021 to add 700-1000 areas

**High School Principals Stipend:**

\$400 per sport for high school football, basketball, volleyball, track, and baseball/softball.  
\$100 per sport for golf and tennis.

**Jr. High Principals Stipend:**

\$200 per sport for football, basketball, and track.

**Assistant Principals**

Pupil Registration Based on February Child Count:(revised 5/6/21)

	Grade				
	K-6	K-8	6-8	K-12	7-12
0-399	1.18	1.2	1.2	1.21	1.22
400-599	1.19	1.21	1.21	1.22	1.23
600-699	1.21	1.23	1.23	1.24	1.25
700-799	1.23	1.24	1.24	1.25	1.25
800-899	1.25	1.25	1.24	1.25	1.25
900-999	1.25	1.25	1.24	1.25	1.25
1000 +	1.27	1.27	1.27	1.27	1.27

Revised 5/6/2021 to add 700-1000 areas

**Assistant Principals Stipend:**

One-half of the amount received by that school's principal.

(All night-time activity stipends approved by Assitant Superintendent.)  
Effective 7/1/07 (passed 4/19/07)

**Other Instructional Administrators:**

Superintendent	2.01	(As negotiated with the School Board)
Assistant Superintendent	1.87	(Approved change 8/19/21)
Director	1.57	
Supervisor	1.56	Includes Supervisor of Custodial & Auxiliary Services (5/10/07)
Coordinator	1.49	Includes Coordinator of Technology Services (5/10/07)
Specialist (10/18/07)	1.40	Includes Accountant & SIS/IPAMS Facilitator (11/1/07)
Sales Tax Collector (1/15/09)	1.23	

Motion seconded by Mr. Trahan and unanimously approved.

Give permission to Superintendent Credeur to move forward with a phased roofing plan with initial considerations for priority of significant damage/insurance work and grant him permission to advertise for bids to reroof buildings across the district. The first phase includes high priority roofs and insurance work for repair/replacement and will include roofing various buildings at Welsh High, Lake Arthur High, Lake Arthur Elementary, Fenton Elementary Elton High and Hathaway High. The projects are estimated to cost approximately \$4,521,600.00. Motion seconded by Mrs. Perry and unanimously approved.

Grant permission to WHS to accept the following donations:

1. Volleyball program - \$1,500.00 from WHS Volleyball Backers - funds to be used towards equipment and supplies.
2. Football program - \$1,500.00 from Greyhound Backers - funds to be used towards travel expenses.

Motion seconded by Mr. Bouley and unanimously approved.

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Grant permission to LAHS to accept the following donations:

1. Softball program - \$1,500.00 from LA Softball - funds to be used to help purchase equipment.
2. Boys Basketball program - \$4,631.00 from Lake Arthur Varsity Club - funds to be used towards charter bus and travel expenses for New Orleans game.

Motion seconded by Mrs. Perry and unanimously approved.

Seek permission to purchase from Bubba Oustalet a regular cab 2022 Chevrolet Silverado, LWB, 2 wheel drive, 3/4 ton regular cab, gasoline maintenance truck for \$36,459 to replace the 2010 Maintenance Ford truck, VIN number 1FTNF1CV0AKA8198 with 168,226.9 thousand miles and multiple mechanical challenges. Quotes on a Ford Superduty were unsuccessful because of Ford's inability to provide a truck until 2023 according to Ford spokesperson. We also received a quote from Sterling West on a 2022 Ram 2500 Tradesman with similar specs for \$38,130. A quote was requested for a GMC however there is no guarantee of when GMC could fulfill the order. Automobile manufacturers are also unable to fulfill orders and adhere to state contract pricing at this time. This Silverado price is about \$6000 more than our last state contract priced truck purchased over a year ago.

Motion seconded by Mr. Dees.

Motion by Mr. Trahan seconded by Mrs. Perry and unanimously carried to amend the motion as follows: Grant permission to Superintendent Credeur to invoke the board granted emergency authority under the Covid 19 emergency rules to purchase from Bubba Oustalet a regular cab 2022 Chevrolet Silverado, LWB, 2 wheel drive, 3/4 ton regular cab, gasoline maintenance truck for \$36,459 to replace the 2010 Maintenance Ford truck, VIN number 1FTNF1CV0AKA8198 with 168,226.9 thousand miles and multiple mechanical challenges. We also received a quote from Sterling West on a 2022 Ram 2500 Tradesman with similar specs for \$38,130. Due to supplier complications from the Covid 19 Pandemic, quotes on a Ford Super Duty are not available until 2023. A quote was also requested for a GMC however like the Super Duty there is no guarantee if and when the order could be filled. Current dealer lot inventories are also almost nonexistent. The Louisiana Office of State Procurement site also has no current State

Contract heavy duty truck pricing in effect due to automobile manufacturers' inability to fulfill orders. Vote on original motion as amended was unanimously carried.

The following committees had no reports to present:

**Insurance - David Doise, Chairman**

**Policy - Phillip Arceneaux, Chairman**

**Building & Grounds- Terry Leger, Chairman**

**Transportation - Greg Bordelon, Chairman**

**16th Section - Charles Bruchhaus, Chairman**

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**Ward II (Ad Hoc) - Donald Dees, Chairman  
Legislative Liaison - Donald Dees, Chairman  
Food Service - Malon Dobson, Chairman**

The Sales Tax report was given by Mrs. Amber Hymel, Tax Collector.

**NEW BUSINESS:**

Motion by Mr. Bouley, seconded by Mr. Arceneaux and unanimously carried to grant authorization from board to use current signature plates as the signing authority on all checks and accounts until new plates are issued following the new board election of officers.

Motion by Mr. Trahan, seconded by Mr. Dees and unanimously carried to approve the following new Job Description for Coordinator of Federal Programs:

TITLE: Coordinator of Federal Programs

QUALIFICATIONS: Louisiana Teaching Certificate, Masters Degree,  
Five (5) years teaching or equivalent experience and  
Certification in Administration and Supervision

REPORTS TO: Director/Supervisor of Federal Programs  
Assistant Superintendent

PERSONNEL  
EVALUATION  
RESPONSIBILITY: Title I CAI Lab Managers, Paras, and Teachers  
Title I Pre-K Teachers

JOB GOAL: To assist in the supervision and evaluation of Title I programs  
and personnel

**PERFORMANCE RESPONSIBILITIES:**

**I. PLANNING, COORDINATING, IMPLEMENTING AND EVALUATING PROGRAMS:**

1. Participates in Central Office and staff meetings
2. Assists in evaluation of Title I programs and materials
3. Assists in preparing the Consolidated Application for Federal Funds
4. Coordinates professional development activities that support school improvement
5. Provides technical assistance to schools in the development and implementation of School Improvement Plans
6. Completes special assignments given by the Superintendent, Assistant Superintendent or Director/Supervisor of Title I, [including assisting Federal Programs Supervisor with management of ESSER budgets and additional workload brought about by the COVID 19 pandemic.](#)
7. Make recommendations for improvement

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II. SUPERVISION AND EVALUATION OF PERSONNEL

1. Supervises Title I personnel

III. SCHOOL AND COMMUNITY RELATIONS

1. Assists in family involvement activities
2. Attends Title I Open House or other similar activities

IV. IN-SERVICE

1. Assist the Supervisor with inservice training activities

V. RESEARCH

1. Assists in research projects from individual schools or school systems
2. Assists in ESEA Title I data from various school programs

VI. INSTRUCTIONAL SUPPORT SERVICES

1. Purchase materials, supplies and equipment for Title I instructional purposes
2. Monitor instructional activities, and assists in school and program improvement activities
3. Assists in financial reports and budget revisions
4. Assists in needs assessment activities and data analysis

VII. PROFESSIONAL GROWTH

1. Participates in local, state and national conferences and workshops pertaining to ESEA, Title I.
2. Membership in professional organizations, read professional publications, etc.
3. Prepares a long term (1-2 year) Professional Growth Plan

VIII. PUPIL CONTACT

1. Visit parish schools and become involved in individual school activities

IX. SELF EVALUATION

1. Annually prepares a self-evaluation report which will be submitted as part of the overall evaluation process

TERMS OF EMPLOYMENT: Twelve (12) months per year  
Salary established by the School Board

EVALUATION: Performance will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed and agreed to by: \_\_\_\_\_ Date: \_\_\_\_\_

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Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed and agreed to by: \_\_\_\_\_ Date: \_\_\_\_\_

Motion by Mr. Bruchhaus, seconded by Mr. Trahan and unanimously carried to approve the following non-faculty coaches for the 2021-22 school year upon completion of LHSAA coaching course certification and Board policy requirements:

1. Chris Poullard, EHS Basketball
2. Joey Thibodeaux, LAHS Baseball
3. Taylor McFarlin, LAHS Baseball
4. Lexi Hagen, LAHS Softball
5. Christopher Monceaux, LAHS Softball
6. Curtis "Red" Dickens, LAHS Basketball

Motion by Mrs. Perry and seconded by Mr. Bouley and unanimously carried to approve the following out-of-state travel requests:

1. JHS 12th grade Environmental Science class to travel to Houston Museum of Natural Science in Houston, TX on 01/12/22. At no expense to the Board.

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2. WHS English II Class to travel to the Lutchter Theater in Orange, TX for a Shakespearian play on 02/17/22. At no expense to the Board.

Motion by Mr. Bruchhaus, seconded by Mr. Trahan and unanimously carried to declare the Old concession stand at EHS as junk and dispose of same.

Motion by Mr. Segura, seconded by Mrs. Perry and unanimously carried to approve the following out-of-state travel request:

1. JHS Band students and Teacher to travel to Texarkana, TX to participate in Four States Honor Program from 01/13/22 to 01/15/22. All travel and lodging expenses will be paid by the band.

Motion by Mr. Bouley, seconded by Mr. Doise and unanimously carried to declare the following as surplus (when replacement vehicle comes in) and send to the next available public auction:

1. 2010 Maintenance Ford truck, VIN number 1FTNF1CV0AKA8198 with 168,226.9 thousand miles.

**INFORMATION**

1. Condolences are extended to the families of:
  1. Harold Stewart, Sr., Warehouse Tech, who retired in June, 1991, with 16 years of service.
  2. Bobbie Bridwell, EHS Cafeteria Tech, who retired in 1994 with 19 years of service.

2. Must be read aloud:

**Announcement of Public Meeting**

**Notice is hereby given that at its meeting to be held on Thursday, January 20, 2022, at Jefferson Davis Parish School Board Office, 203 E. Plaquemine Street, Jennings, LA 70546, the Parish School Board of the Parish of Jefferson Davis, State of Louisiana, plans to consider adopting a resolution ordering and calling elections to be held in (i) School District No. 1 of the Parish of Jefferson Davis, State of Louisiana, (ii) School District No. 2 of the Parish of Jefferson Davis, State of Louisiana, (iii) School District No. 5 of the Parish of Jefferson Davis, State of Louisiana, (iv) School District No. 8 of the Parish of Jefferson Davis, State of Louisiana, (v) School District No. 22 of the Parishes of Jefferson Davis and Allen, State of Louisiana and (vi) Welsh-Roanoke Consolidated School District No. One (1) of the Parish of Jefferson Davis, State of Louisiana to authorize the renewal/continuation of ad valorem taxes therein and (vii) School District No. 5 of the Parish of Jefferson Davis, State of Louisiana to authorize the issuance of general obligation bonds.**



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3. The LSBA 2022 annual convention will be held at the Crowne Plaza in Baton Rouge on March 6-8, 2022. Please let Mrs. Debbie know if you would like to register to attend.
4. Congratulations to the 2021 Teachers of the Year:
  1. Elementary School - Tori Trahan - LAES
  2. Middle School - Kendalyn Hebert - LAHS
  3. High School - Kayla Deshotel - WHS

**PERSONNEL CHANGES**

**A. Personnel appointments as determined by the Superintendent:**

1. Name **RAMONA LEBLUE**, EMC Custodian, effective 12/02/21, re: JoAnn Davis retirement.

**B. Personnel changes:**

**APPOINTMENTS**

1. Don Ahshapanek, EHS Teacher, 12/06/21 re: Melissa Burleigh resignation.
2. Kayla Leckelt Miller, LAE SPED Para, 11/29/21, re: Angela Constantine resignation.
3. Kimberly Dodd, JHS Cafeteria Tech, 12/01/21, re: Bridget Dupuis transfer.
4. Christopher Cane, EHS Teacher/Coach, 12/03/21, re: Cary Collins resignation.
5. Casie Jardell Davis, HHS Teacher, 01/05/22, re: Haden Cooley resignation.
6. Betty Wise, JES Teacher, 11/29/21, re: Haylee Guidry resignation.
7. Forrest Ardoin, EHS Custodian (Covid Floater), 11/15/21, re: new position (ESSER Covid Floater).

**TRANSFERS**

1. Rachel Simon, EMC Instructional Coach to Tech Center Curriculum Technology Assistant, 11/29/21, re: Staycle Duplichan retirement.
2. Betty Miller, JWES Sped Para to JWES CAI para, 12/03/21, re: Carla Warden resignation.

**LEAVES**

1. L. Jackson, JES Cafeteria Tech, 12/03/21 to 01/03/22.
2. H. Abraham, JHS SPED Para, 08/13/21 to 01/01/22
3. K. Broussard, LAE Cafeteria Tech, 10/19/21 to 12/10/21.
4. D. Johnson, LHS Cafeteria Tech, 12/01/21 to 12/15/21.
5. J. Dugas, JWES Custodian, 11/23/21 to 01/04/22.
6. D. Walters, Bus Driver, 12/16/21 to 02/22/22.
7. V. Bertrand, HHS Teacher, 11/10/21 to 11/11/21.
8. M. Lewis, JWES Cafeteria Tech, 11/11/21 to 12/23/21.

**MATERNITY**

1. M. Duhon, JES Teacher, 02/14/22 to 04/11/22.
2. E. Thibodeaux, WES AP, Extended Maternity 11/08/21 to 12/17/21.

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**RESIGNATION**

1. Jacqueline C. Solomon, LHS CSR Teacher, 12/18/21.
2. Cary Collins, EHS Teacher/Coach, 11/29/21.
3. Erin Courville, LHS Bus Driver, 12/31/21.
4. Cheryl Bonnette, LHS Cafeteria Tech, 11/02/21.
5. Chad Lavergne, LAHS SPED Teacher, 12/11/21.
6. Hayden Cooley, HHS Teacher, 11/19/21.
7. Christy Phillips, FES Para, 11/15/21.

**RETIREMENTS**

1. Lorrie Buller, LAHS Cafeteria Tech, 01/12/22, with 5 years of service.
2. Margaret Sonnier, JHS School Secretary, 01/01/22, with 17.5 years of service.
3. Evette Rene Broussard, WEIC Counselor, 01/14/22, with 32.5 years of service.
4. Cassandra Rubin, JWES Cafeteria Tech, 06/01/22, with 24 years of service.

**SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION**

Today with mixed emotions I am announcing to the board that I plan on retiring from Jefferson Davis School System effective July 1, 2022 after serving 40 years in public education. When I applied for the Superintendent position five years ago, I articulated to the board the tasks that I felt were imperative to the proper governance and long-term health of this school district. During my interview I declared I would remain at least 5 years to establish district consistency, the district would increase academic achievement levels, improve schools, improve graduation rates, balance the budget, build a strong support staff, and make educational and business decisions daily that "supported our heritage while preserving our future. "

I articulated how my decisions would be tempered by my primary responsibility to the students of our district, then secondly to the employees and financial health of the district. I articulated to the Board that I would have the perseverance to make and unapologetically defend decisions that I believed were just and were in the best interest of students while respecting the authority of the Board.

I was humbled and honored that the board believed in me and provided me with such a wonderful opportunity naming me Superintendent of this great school district and I am eternally grateful.

With the help of my capable staff, I am proud to exclaim that we have fulfilled and even excelled at my initial declarations made to the board. However, of all of the important accomplishments we have achieved, I am most proud of the group of talented men and women that I have assembled in the last decade at every level

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in this district. I am humbled by their dedication, talent, work ethic, and commitment to the children of this school district.

I am also thankful to have worked with a School Board that shares my passion for Jefferson Davis Parish Schools. You have worked lately during very trying times and have always made decisions you believed were in the best interest of students. I admire your dedication and commitment.

Finally I am thankful to my family for their unwavering support and love provided to me throughout my entire tenure. They have given me the strength to sustain a long and successful career.

Jefferson Davis Parish School System is the largest employer in the district, with the largest payroll, largest operating budget and is probably the most complex “business” in the district. The financial health of the district is imperative as it enables us to educate students and maintain the financial health of the entire Parish. As the board moves forward making important educational decisions, it is imperative that they continue to identify strong leadership that can weather the storm of social media fueled, ill-informed, destructive, and self-serving forces.

I look forward to working with the future superintendent to assist with a smooth transition of authority and I look forward to my next chapter in life spending more quality time with my wife and children.

Motion by Mr. Bouley, seconded by Mr. Doise and unanimously approved to authorize Superintendent Credeur to immediately begin the advertisement process to begin receiving applications for the vacant position of Superintendent according to established provisions of Board Policy File CEC with advertising to be as follows:

**Official Journal - Jennings Daily News (as per Policy CEC)**

- \* **On two (2) separate days at least one week apart in the official journal of the School Board.**

**Publish: Sunday, January 24, 2022**

**Publish: Sunday, February 6, 2022**

**Daily Newspaper in Metro are with population in excess of 100,000 -  
Lafayette Daily Advertiser (as per Policy CEC)**

- \* **Once in a daily newspaper published in the metropolitan area in the state having a population in excess of one hundred thousand persons that is nearest to the School Board offices, if such newspaper is not the official journal of the School Board.**

**Publish: Sunday, January 24, 2022**

**Publish: Sunday, February 6, 2022**

**Additional Publications/ Notices**

***Lake Charles American Press***

**Publish: Sunday, January 23, 2022**

**Publish: Sunday, February 6, 2022**

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*Baton Rouge Advocate*

**Publish: Sunday, January 23, 2022**

**Publish: Sunday, February 6, 2022**

**Louisiana School Boards Association**

**Louisiana Association of School Superintendents**

**Emails to all parishes to be sent out by Director, Mike Faulk.**

**All schools in the Jefferson Davis Parish School System.**

**Position notice posted at each school location and email  
sent to all employees (jeffdavisusers@jdpsbk12.org)**

**ADJOURN**

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

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/s/ Jody Singletary, President

ATTEST:

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/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.