

JEFFERSON DAVIS PARISH SCHOOL BOARD
JANUARY 17, 2019

The Jefferson Davis Parish School Board met in regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, November 15, 2018 at 6:00 p.m., with the following School Board members in attendance: President, Phillip Arceneaux, Vice-President, David Troutman, Members, Jason Bouley, Charles Bruchhaus, David Capdeville, Donald Dees, David Doise, Malon Dobson, Terry Leger, Denise Perry, James Segura and Jody Singletary. Absent: Greg Bordelon.

The meeting was opened by, President Arceneaux, with an invocation by Curriculum Supervisor, followed by the Pledge of Allegiance to the U.S. flag led by Mr. Terry Leger.

Motion by Mr. Dees, seconded by Mr. Segura and unanimously carried to approve the School Board minutes of the regular meeting on December 20, 2018.

Motion by Mr. Doise, seconded by Mr. Bouley 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- Add presentation by GIS software by Fenstermaker and the City of Jennings.

PRESENTATION:

1. GIS software presentation by Jeff Davis Parish Office of Economic Development, Fenstermaker and Associates and City of Jennings Mayor Guinn. After lengthy discussion, Motion by Mr. Doise, seconded by Mr. Segura and unanimously carried to defer to Finance Committee for consideration.

ELECTION OF 2019 SCHOOL BOARD PRESIDENT AND VICE-PRESIDENT.

President Arceneaux turned the meeting over to Superintendent Credeur for election of School Board President.

Board Superintendent, Kirk Credeur, called for nominations for the office of School Board President. It was moved by Mr. Dees and seconded by Mr. Doise to nominate Mr. Arceneaux. It was moved by Mr. Bouley and seconded by Mr. Bruchhaus, and unanimously carried that nominations cease. Mr. Arceneaux was elected unanimously to serve as 2019 Board President.

Board President, Arceneaux, called for nominations for the office of School Board Vice-President. It was moved by Mr. Singletary and seconded by Mr. Segura to nominate Mr. Troutman. It was moved by Mr. Bouley and seconded by Mr. Dees, and unanimously carried that nominations cease. Mr. Troutman was elected unanimously to serve as 2019 Board Vice-President.

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FINANCE COMMITTEE:

The following motions were made by Mr. David Troutman, Finance Committee Chairman, that the School Board:

Accept the financial audit report conducted by Mike B. Gillespie, CPA, for the fiscal year ended June 30, 2018 of the Jefferson Davis Parish School Board Audited Financial Statements & Audit Report, the School Board's appointed external auditor. The report features an unqualified opinion and one audit finding which the School Board is working to correct. Motion seconded by Mr. Dees and unanimously carried.

Mrs. Laurie Duhon, Technology Coordinator, is seeking permission to enter contract negotiations with Conterra Networks for WAN Services for E-Rate Category 1 #FY 2019-2020. RFP closed on December 5, 2018, with Conterra Networks submitting the only bid for WAN services for 18 sites in Jefferson Davis Parish. Motion seconded by Mr. Doise and unanimously carried.

Mrs. Laurie Duhon, Technology Coordinator, is seeking permission to enter contract negotiations with Detel and General Informatics for E-Rate Category II #FY 2019-20 internal connections, installation, and cabling to strengthen the wireless infrastructure for parish schools with money remaining from the original 2015 Category II funding award. RFP closed on December 5, 2018, with bids received from both Detel and General Informatics. As Category II RFP requested line item unit prices for specific equipment, installation, and cabling, after scoring of bids by the scoring committee, Detel was awarded the contract for access points, switches, transceivers, stacking cables, and SFPP modules as General Informatics did not bid on these line items. General Informatics was awarded the contract for racks, cabling, APCs, fiber, and conduit. Motion seconded by Mr. Dobson and unanimously carried.

Grant permission to Danielle Simien, CTE Supervisor to purchase the following textbooks for students enrolled in classes for the Spring Semester at Sowela Technical Community College:

1. ELEC 1220 (19 @ \$189.40)
2. ELEC 1220 wkbks. (2 @ \$32.25)
3. INST 1112 (12 @ \$226.70)
4. INST 1112 wkbks (2 @ \$37.50)

The total cost for all textbooks/wkbks is \$6,458.50 to be paid for with CDF funds. These textbooks will benefit all Jeff Davis Parish students. These books will be collected at the end of the Spring semester to be reused if permitted for future students enrolled in these classes. Motion seconded by Mr. Segura and unanimously carried.

Grant permission to JHS Baseball to accept a \$10,000.00 donation from Jennings Diamond Booster Club. Funds to be used to purchase new equipment and field maintenance for the upcoming 2019 season. Motion seconded by Mr. Bouley and unanimously carried.

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Grant permission to JHS Band to accept a \$7,552.00 donation from Jennings Band Boosters. Funds to be used to help cover operating & travel expenses. Motion seconded by Mr. Dees and unanimously carried.

Grant permission to LAES to accept a \$1,000.00 donation from the LAES PTO. Funds to be used to help purchase Chromebooks. Motion seconded by Mr. Dobson and unanimously carried.

POLICY COMMITTEE:

The following motion was made by Mr. Jody Singletary, Policy Committee Chairman, that the School Board:

1. The following student policies are brought to you by Forethought Consulting resulting from the 2018 Louisiana Legislative Session.

A. Tax and Bond Elections and Sales File: DFD

Act 569 revised Title 39, Public Finance, regarding incurring debt and issuing bonds. Bonds may be sold at public or private sale aligning with the new statutes.

Act 569 will be effective July 1, 2021.

Act 486 also amended this policy by changing the minimum number of days required to advertise the time, date, and place of the meeting from thirty days to twenty days. Act 486 became effective August 1, 2018.

B. Purchasing File: DJE

Act 306 clarifies that equipment can be purchased through a Qualified Group Purchasing Organization and that the price list shall become a public record when the purchase contract is executed with the Organization.

Act 306 became effective August 1, 2018.

LDOE revised the Federal Purchasing regulations for recipients of grant funds by raising the threshold levels for micro-purchases to \$10,000 and for small purchases to \$250,000 as noted in the Methods of Procurement Chart.

C. Sexual Harassment File: GAEAA

Act 270 revises this policy and requires administrative responsibilities. Annually, each employee and non-employee must receive a minimum of one hour of education and training on preventing sexual harassment from January 1-December 30. More training is required for supervisors and those that will investigate reports/complaints. Employees are to be given notice of the policy/mandatory training. An annual report is required which shall be a public record. This policy must be posted on the website.

This employee policy indicates that the district does not tolerate sexual harassment in any fashion and includes the procedures for complaints and investigations.

Act 270 became effective January 1, 2019.

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D. Student Sexual Harassment File: JCED (New Policy)

This student policy indicates that the district does not tolerate sexual harassment in any fashion and includes the procedures for complaints and investigations.

E. Recruitment File: GBC

Act 634 revises this policy to now permit the School Board to hire a teacher who has been convicted or plead no contest to a felony not listed in state statute. A person must pass a criminal background check before being hired. Effective July 1, 2018.

F. Student Assignment File: JBCC

Parents may request their child be removed from the class of a teacher convicted of a felony and placed into another class. Effective July 1, 2018.

G. Employee of Personnel File: GBD

Act 699 amends this policy requiring the School Board to notify the most tenured school bus operator of a route vacancy by mail to his/her residence. Effective August 1, 2018.

H. Employment of Personnel File: GBDA

Act 492 redefines critical shortage to any position advertised and posted notice of unfilled positions receiving fewer than three certified applicants and expands the positions to Pre-K teacher, interpreter, school psychologist, educational transliterator, or educator of deaf or hard of hearing. Effective July 1, 2018.

I. Sick Leave File: GBRIB

Act 631 requires the School Board to grant teachers sick leave for the adoption of a child, not to exceed 30 days. Effective August 1, 2018.

J. Maternity and Adoptive Leave File: GBRIC

The 30 additional extended sick leave days that may be granted to a teacher on maternity leave has expanded to include adoptive leave. The title of this policy was changed. Effective August 1, 2018.

Motion seconded by Mr. Segura and unanimously carried.

The following committees had no reports to present:

Insurance - David Doise, Chairman

Building & Grounds - James Segura, 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

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

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NEW BUSINESS:

Motion by Mr. Dees, seconded by Mr. Bouley 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. Dobson, seconded by Mr. Doise and unanimously carried to Adopt the following resolution regarding School Board meetings:

R E S O L U T I O N

WHEREAS, ACT 707 of the 1977 Louisiana Legislature makes substantive changes in Louisiana Open Meeting Law, and WHEREAS, one change exempts the Board from having to give written notice of each regular meeting (1) if the Board adopts a resolution each January establishing the day, time, and place of the regular meeting, (2) written public notice of this resolution is given at least one time, and (3) the day, time, and place remain the same or, if changed, the Board gives written public notice at least once to the amendment or new resolution no less than twenty-four hours in advance of the changed regular meeting, and

WHEREAS, this Board would like to conform to this change,

NOW, THEREFORE, BE IT RESOLVED by the Jefferson Davis Parish School Board in regular session duly convened on January 16, 2019, that the Board does hereby adopt an official resolution establishing the regular meeting schedule for the year 2019 to be on the third Thursday of each consecutive month, the meeting place to be at the School Board Central Office, 203 East Plaquemine Street, Jennings, Louisiana, and the time to be 6:00 p.m. throughout the year. EXCEPTIONS: In April, 2019, the Board will meet on the second Thursday (April 11, 2019), due to Spring Break. In May, 2019, the Board will meet on the second Thursday (May 9, 2019), due to parish Graduations. The December 19, 2019 Board meeting shall be held at 10:00 a.m. at Welsh Elementary, 222 E. Bourgeois Street, Welsh, LA 70591. The above Resolution, having been put to a vote and having passed, was duly declared adopted and ordered spread on the minutes of this Board.

/s/ _____
Phillip Arceneaux, President

/s/ _____
Kirk Credeur, Superintendent

Motion by Mr. Dobson, seconded by Mr. Doise and unanimously carried to Approve the following out-of-state travel requests:

1. LAHS FFA students and faculty to attend to travel to Houston, TX on 03/01/19 to attend the Houston Livestock Show and Rodeo. At no expense to the Board.

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Motion by Mr. Doise, seconded by Mr. Bouley and unanimously carried to approve submission to the Louisiana State Department of Education of all 2018 -2019 federal and state flow-through projects and any new programs enacted through the “No Child Left Behind Education Act”.

Motion by Mr. Bruchhaus, seconded by Mr. Doise and unanimously carried to approve the following out-of-state travel requests:

1. JHS students and faculty to travel to Houston, TX on 01/25/19 to visit the Houston Museum of Natural Science. At no expense to the Board.
2. JHS band students and faculty to travel to Gulfport, MS on 02/02/19 to attend the WGI Regional Indoor Competition. At no expense to the Board.
3. EHS FFA students and faculty to travel to Houston, TX on 03/09/19 to attend the Houston Livestock Show and Rodeo. At no cost to the Board.
4. Parish Head coaches (approved by Supt. or Asst. Supt.) to travel to Texas from 02/22/19 to 02/24/19 to attend Glazier Coaching Clinic. At no cost to the Board.

Motion by Mr. Bouley, seconded by Mr. Doise and unanimously carried to Declare the following Child Nutrition Program Equipment as surplus and send to the next available public auction:

1. Master-Bilt milk cooler (Serial Number PU476028), Model Number OMC-122SS.
2. Two (2) Lincoln warmers (only one has an identifiable serial number -Serial Number 16989).

Motion by Mr. Singletary, seconded by Mr. Bruchhaus and unanimously carried to approve the 2019-2020 school calendar.

PERSONNEL CHANGES:

The following personnel changes are an Informational Item:

A. Personnel changes:

APPOINTMENTS

1. E. Williams, JWES SPED Pre-K Paraprofessional, 01/07/19, re: C.Warden transfer.
2. R. Landry, HHS Teacher, 01/08/19, re: L. Gidlow resignation.
3. S. Meche, FES SPED Teacher, 01/24/19, re: M. Aguiard transfer.

TRANSFER

1. S. Williams, JES Cafeteria Tech to WHS Cafeteria Tech, 01/08/19.
2. S. Killmer, JHS Para (General Fund and Reap) to JHS Para (General Fund), 03/01/19, re: funding source change.
3. M. Aguiard, FES SPED Teacher to RTI Coach, 01/14/19, re: new position.
4. E. Angelo, WAR SPED Teacher to WEIC-PAS long term sub, 01/08/19 to 06/30/19, re: S. Lee medical sabbatical.

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5. Jeremiah Gueringer, WHS Teacher/Coach to WHS Athletic Director and Head Coach, 01/08/19, re: J. Richardson resignation.
6. Caleb Hayes, WAR Long term sub to WHS Teacher, 01/14/19, re: J. Gueringer transfer.

LEAVE

1. R. McMillin, JHS Teacher, 02/06/19 to 04/08/19.
2. J. LeBlanc, WES Teacher, 12/11/18 to 12/21/18.
3. B. Sonnier, WAR Teacher, 01/09/19 to 03/15/19.

RESIGNATION

1. L. Gidlow, HHS Teacher, 12/21/18.
2. J. Williams, WHS Cafeteria Tech, 01/07/19.
3. R. Dodd, JHS Teacher/Coach, 01/01/19.
4. M. Landry, JHS Teacher, 01/08/19.
5. R. McZeal, Teacher, 01/11/19.

RETIREMENT

1. B. Weatherspoon, JWES Cafeteria Manager, 06/03/19, with 35 years of service.
2. B. Vickers, JWES, Cafeteria Tech, 05/25/19, with 11 years of service.
3. R. Owens, Sowela, Vo-Tech Teacher, 05/25/19, with 12.2 years of service.
4. S. Thibodeaux, JES Librarian, 01/26/19, with 26.5 years of service.

INFORMATION:

Congratulations to the 2018 Principals of the Year:

David Harper - EES - Elementary Level

Amanda Fontenot - LAHS - Middle School

Wilbert Gilbeaux - JHS - High School Level

Congratulations to the 2018-2019 Teachers of the Year:

Elementary Level -

Chelsey Hetzel - WES

Junilla Byrne - EES

Elaine Comeaux - FES

Jennifer Young - HHS

Tracie Smith - JWES

Kelly Chaisson - JES

Erica LeBlanc - LHS

Mandy Broussard - LAHS

Middle School Level -

Jazzmin Evans - JHS

Jessica Guillory - EHS

Melissa Sawyer - HHS

Micah Rasberry - LHS

Tana Garcia - LAHS

Ashlyn Watkins - WAR

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High School Level -

Erin Williams - JHS

Roland Lacombe - EHS

Emily Lavergne - HHS

Lee A. Vincent - LHS

Vickie Sketoe - LAHS

Jeremiah Gueringer - WHS

Congratulations to the 2018-2019 Students of the Year:

Elodie Paquette - LAE - Elementary

Justin Duhon - HHS - Middle

Kennedy Mallett - WHS - High School

Congratulations to the 2018-2019 Support Persons of the Year:

Natalie Courville - EES

Cheryl Price - EHS

Brooke Coffman - FES

Charlotte St. Germain - HHS

Christy Hine - HHS

Angie Ardoin - JES

Georgette Ray - JWES

Barbara Flanagan - JHS

Al Broussard - JHS

Jo Chadwick - LHS

Tara Bourgeois - LHS

Leroy Hanks - LAHS

Corey Jolie - WES

Christine Fontenot - WHS

The 2019 Louisiana School Board Association Convention will be held in Lake Charles, LA from February 24 -26, 2019. Please let Mrs. Abshire-Sonnier know if you plan to attend.

Sealed bids for the removal of the two Hathaway property surplus structures have been re-advertised, with bids being due at 10 am on Wednesday, February 13, 2019.

SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION

1. Old Sowela
2. Crawfish bait
3. Superintendent goals

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EXECUTIVE SESSION

None.

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

/s/ Phillip Arceneaux, 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.