

JEFFERSON DAVIS PARISH SCHOOL BOARD
JULY 16, 2020

The Jefferson Davis Parish School Board met in regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, July, 16, 2020, at 6:00 p.m., with the following School Board members present by live remote access due to Covid19 Pandemic: President, Jody Singletary, Members, Phillip Arceneaux, Greg Bordelon, Jason Bouley, Charles Bruchhaus, David Capdeville, Donald Dees, Malon Dobson, Terry Leger, James Segura, Denise Perry and Paul Trahan. Absent: David Doise.

The following guidelines were given for this remote meeting:

1. This is a live remote-access meeting. Video and audio will be recorded throughout the entirety of this meeting and will be archived.
2. 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.
3. 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).
4. Active participants are asked to mute their microphones when not speaking or being asked to speak. Unmuted participants (not actively speaking or asked to speak) will be muted by the moderator.
5. Public participants wishing to become an active part of the meeting agenda must request written permission (via email) no later than one day prior to the meeting date. Individual speakers are granted three minutes to speak when public comment is acknowledged.
6. Once public participants have submitted a written request to speak, they will receive the active participant link via email.
7. 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.
8. 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.

The meeting was opened by President, Jody Singletary, with an invocation by Mr. Dees, followed by the Pledge of Allegiance to the U.S. flag led by Mr. Trahan.

Motion by Mr. Leger, seconded by Mr. Bouley and unanimously carried to approve the School Board minutes of the Regular Meeting on June 18, May 21, 2020.

Motion by Mr. Dees, seconded by Mr. Leger 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.

FINANCE COMMITTEE:

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

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Grant permission to change Mrs. Laurie Duhon, Technology Coordinator (1.49 index) to a Technology Supervisor (1.56 index). Motion seconded by Mr. Bouley and unanimously carried.

Adopt the following Parish Coaching Supplement Schedule:

Jefferson Davis Parish School Board
Coaching Supplements
High School

Class	1/9 th Football Coaching Supplements	1/18 th Basketball Coaching Supplements	Athletic Director	Head Football	Assistant Football	Head Basketball	Head Coach Baseball Softball Volleyball	Assistant Coach Baseball Softball Volleyball Basketball	Head Coach Track	Assistant Coach Track	Dance/line Sponsor	Cheerleader Sponsor	Tennis Swim Golf Cross Country Coach Girls \$400 Boys \$400
3A	7	2	\$800	\$2,900	\$1,800	\$2,000	\$1,000	\$800	\$800	\$700	\$800	\$800	\$800
2A	6	2	\$800	\$2,800	\$1,800	\$2,000	\$1,000	\$800	\$800	\$700	\$800	\$800	\$800
1A	5	2	\$700	\$2,700	\$1,800	\$2,000	\$1,000	\$800	\$800	\$700	\$800	\$800	\$800
B		2	\$800			\$2,000	\$1,000	\$800	\$800	\$700	\$800	\$800	\$800
C		2	\$500			\$2,000	\$1,000	\$800	\$800	\$700	\$800	\$800	\$800

- Varsity Football Coaches- Additional 1/9th of Teacher Formula is for 20 work days beyond normal work period.
- Varsity Basketball Coaches that do not work with football- Additional 1/18th of Teacher Formula for 10 work days beyond normal work period.
- Principal will assign all coaches that receive a 1/9th or 1/18th to work in at least 2 sports.
- If a Principal decides to split a 1/9th or 1/18th coaching supplement, they must first get approval from Superintendent.
- Note: If a class B or C school has baseball or softball then they will receive an additional 1/36th for each additional sport.

Junior High

Head Football	Assistant Football	Head Coach Basketball	Head Coach Track	Dance/line Sponsor	Cheerleader Sponsor
\$2,000	\$1,500	\$600	\$600	\$600	\$600

- Each Junior High gets one supplement for head football and assistant football
- Each Junior High gets two supplements for head coach of non-football sports

Motion seconded by Mr. Arceneaux and unanimously carried.

Bids were opened on June 23, 2020 for the construction of the new Jennings Elementary. Grant permission to accept the bid of Trahan Construction, LLC of \$22,085,000.00. Other bids received from M.D. Descant, LLC \$23,758,000.00, Pat Williams Construction, LLC \$22,400,000.00, Ratcliff Construction, LLC \$23,137,000.00, Rudick Company, Inc. \$25,500,000.00 and Southern Constructors, LLC \$24,300,000.00. Motion seconded by Mr. Arceneaux and unanimously carried.

Grant permission to LAHS to purchase on state contract from, TROX CDI Technologies, 6 Active Panels at a cost of \$20,430.00. To be paid from Maintenance #1. Motion seconded by Mr. Bordelon and unanimously carried.

Grant permission to Danielle Simien, Curriculum Supervisor to purchase textbooks for students at JHS and WHS enrolled in Adobe Photoshop (65 @\$120.75) plus shipping and handling. The total cost of all textbooks is \$8,241.19 to be paid from CDF funds. All other high schools implemented Adobe Photoshop last school year. The implementation of the Adobe curriculum in the Business Department will yield a Statewide Basic credential, which will count towards both the school and district accountability. Motion seconded by Mr. Bouley and unanimously carried.

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Grant permission to EHS Athletic Dept. to accept a \$947.10 donation Elton Quarterback Club. Funds to be used to help defray expenses for the painting of the fieldhouse. Motion seconded by Mr. Bruchhaus and unanimously carried.

Grant permission to HHS to accept the quote from Morcore of \$6,500.00 to replace the cafeteria roof. Other quotes received from Glenn Vanicor Builders, LLC (\$3,406.32) and Centurion (\$42,517.00) Morcore is recommended because they are a prime roofing company and submitted the most complete estimate. To be paid from General Fund roofing. Motion seconded by Mr. Leger and unanimously carried.

Permission is requested by the Director of Finance to accept the quote of Fontenot Benefits & Actuarial Consulting (FBAC LLC) in the amount of \$3,000 annually to provide actuarial valuations and footnotes as required by GASB #75, Other Post-Employment Benefits for June 30, 2020, 2021 and 2022 financial statements. Motion seconded by Mr. Dobson and unanimously carried.

To accept the 2019-2020 Louisiana Compliance Questionnaire for Audits of Governmental Agencies at the request of Mike Gillespie, CPA, APAC, external auditors of the School Board, as recommended by the Director of Finance. Motion seconded by Mr. Dees and unanimously carried.

Accept Salary Formula effective July 1, 2019 with noted ranges for Compass rating system that would be effective for 19-20 evaluations to be included in the 20-21 base salary. Due to the adopted \$1,000 state salary increase issued for the 2019-2020 fiscal year the 3 Compass rating ranges would be updated to reflect the increase. Motion seconded by Mr. Leger and unanimously carried.

Grant permission to WHS to purchase on state contract from, TROX CDI Technologies, 5 Active Panels and 5 mobile carts at a cost of \$17,025.00. To be paid from CSD #1. Motion seconded by Mr. Trahan and unanimously carried.

Grant permission to LHS to purchase on state contract from, TROX CDI Technologies, 2 Newline Interactive Panels at a cost of \$6,090.00 (\$3,045.00 each). To be paid from Maintenance #8. Motion seconded by Mr. Leger and unanimously carried.

INSURANCE COMMITTEE

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

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Accept the quote provided by Risk Services of Louisiana for Student & Athletic Insurance from Great American Insurance Co. for the 2020-2021 school year beginning August 1, 2020 and ending August 1, 2021 for the renewal price of \$3,118.23 as recommended by the Director of Finance. The premium cost last year was \$ 3,118.23. Motion seconded by Mr. Bordelon and unanimously carried.

Authorize Kirk Credeur, Superintendent, to sign on behalf of the Jefferson Davis Parish School Board to reject Uninsured/Underinsured Motorist Bodily Injury coverage from the 20-21 Auto/Fleet Insurance policy, as recommended by Arthur J. Gallagher, the servicing insurance agent on the Auto/Fleet policy, retroactive to June 18, 2020. Motion seconded by Mr. Dees and unanimously carried.

Approximately a year ago the board approved a plan for all retirees from that date forward to automatically have their insurance payments deducted from their teacher retirement benefit. By mandating that these newly retired employees have their payments deducted resulted in the following benefits for the school system:

1. Retirees were not required to mail or walk their checks to the Board Office.
2. The amount of cash or checks flowing out of the Board Office was significantly reduced.
3. We reduced the amount of work chasing down late payers.
4. We reduced the opportunity for wrong doing concerning Cash.
5. We reduced the opportunity for human error
6. We reduced workload for a minimally staffed department.

The board voted to support the request however the will of the board was that they wanted to give those retirees who were grandfathered into the system the choice to participate in the insurance deduction or not. Approximately 192 retirees, surviving spouses etc... chose to not have the deduction and continue to hand deliver or mail their payments. . At this time Ms. Meghan Campbell CFO is requesting that all retirees and surviving spouses be mandated to have their insurance payments deducted for the same reasons as above.

Motion seconded by Mr. Dobson and unanimously carried.

POLICY COMMITTEE

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

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1. Approve the following policy brought to you by Forethought Consulting
Public Health Emergency: EBBI

The Louisiana Department of Education (LDOE) recently issued *School Reopening Guidelines and Resources* to be considered by School Boards as they prepare to reopen schools, and reintroduce students, teachers, and staff into the actual physical school environment. As pointed out by the LDOE guidance, it is the responsibility of each local School Board, Superintendent, and other school leadership to “make decisions based on the unique needs of their community” as to what specific regulations and procedures are needed to accommodate the introduction of students and staff in the school setting that ensures their safety and health, while providing the educational resources that students need to advance.

Allowing the Superintendent and staff to create administrative regulations and procedures based on LDOE guidelines means that they can be altered as needed without School Board approval. The Superintendent will have the flexibility to immediately accommodate recommendations from the LDOE or Department of Health.

Forethought Consulting has developed this policy regarding the LDOE guidance. The new policy *Public Health Emergency*, grants the authority to the Superintendent to create and maintain the necessary administrative regulations and procedures.

Motion seconded by Mr. Segura and unanimously carried.

The following committees had no reports to present:

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

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

NEW BUSINESS:

Motion by Mr. Dees, seconded by Mr. Arceneaux and unanimously carried to approve the following areas of critical shortage for the 2020-2021 school session: Special Education, Speech Therapist/Pathologist, 6-12 Math, 6-12 Science, 6-12 English, 6-12 Social Studies, 6-12 Business Education, 6- 12 Spanish, 6-12 French, FACS, Bus Driver, Counselor Administration. These critical shortage areas will be referenced for purposes of tuition reimbursement and retire-rehire recommendations.

Motion by Mr. Arceneaux, seconded by Mr. Bordelon and unanimously carried to authorize Superintendent Credeur to sign all necessary documents/contracts with Trahan Construction, LLC as winning bidder for the construction of the new Jennings Elementary School.

Motion by Mr. Bouley, seconded by Mr. Segura and unanimously carried to approve a revised school calendar for the 2020-2021 school year.

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Motion by Mr. Leger, seconded by Mr. Arceneaux and unanimously carried to grant permission to Superintendent Credeur to enter into a Cooperative Endeavor Agreement with Sowela for Dual enrollment

Motion by Mr. Bouley, seconded by Mr. Leger and unanimously carried to grant approval to adopt the locally approved 2020-2021 Pupil Progression Plan for upcoming school year and authorize the Board President and Superintendent Credeur to execute the Formal Submission Statement.

Changes to JDP's 2020-2021 Pupil Progression Plan

- Students in Grades 3-5 will receive a grade of S, N, or U (SNU numeric) in Art, Music, P.E., and grades of A-F in all other subjects.

This change allows for consistency in 1st-5th grades for Art, Music, and P.E.

Motion by Mr. Bordelon, seconded by Mr. Segura and unanimously carried to declare the following items as surplus and send to the next available auction:

1. FES- Generator that was donated to school in 2012.
2. LAES
 - A. One (1) RCA Box TV bearing SBO tag number 06071; Model #T19060GY: Serial #720515213
 - B. One (1) JVC Box TV bearing SBO tag number 06069; Model #AV27920: Serial #16373963
 - C. One (1) JVC Box TV bearing SBO tag number 06072; Model #AV27920: Serial #16373936
 - D. One (1) PANASONIC Box TV bearing SBO tag number 02341: Model #CT-31G10T, Serial #MD60230632
 - E. One (1) Ex-mark lawnmower, bearing Model #Z27KC604; SERIAL #566355 and SBO tag number 07923

Motion by Mr. Arceneaux, seconded by Mr. Dees and unanimously carried to grant permission to Superintendent Credeur to enter into a Right of Way Agreement with Entergy for the new Jennings Elementary School. And allow him to sign all necessary documents

Motion by Mr. Segura, seconded by Mr. Bouley and unanimously carried to name the following selection as Hearing Officers for employee discipline hearings for Jefferson Davis Parish:

Calvin "Woody" Woodruff - Vermilion Parish
Wayne Landry - Iberia Parish - Iberia Parish
John K. Richardson - Allen Parish
James R. Lestage - Beauregard Parish
Kim Hayes - Acadia Parish
Mark Boyer - St. Martin Parish - Alternate

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INFORMATION:

1. Condolences are extended to the families of:
 - A. Carleen Kopnicky, Lake Arthur Schools Bus Driver.
2. All July, 2020, Jefferson Davis Parish School Board Meetings will be held by remote access as per COVID 19 Phase 2 which states:
Conference rooms shall be limited to a maximum of 10 persons, or the maximum number of persons that will allow for a 6 foot distance to be maintained between unrelated small groups.
3. The Jefferson Davis Parish School Board will be considering the 2020-2021 Pupil Progression Plan in addition to regular monthly agenda items Thursday, July 16, 2020 at 6:00 p.m.

PERSONNEL CHANGES

A. Personnel appointments as determined by the Superintendent:

1. Name **CINDY CHAISSON**, Welsh Schools Bus Driver, effective ASAP, re: Susan Prejean, transfer.
2. Name **DONNA PETERSON**, Lacassine Schools Bus Driver, effective ASAP, re: Bonnie Hall retirement.
3. Name **MARCUS LEMOINE**, FES Bus Driver, effective 08/14/20, re: Inez Goodley transfer.
4. Name **RORY MYERS**, Coordinator of Federal Programs, effective ASAP, re: Margaret Guilloty retirement.
5. Name **LAYTON HEBERT**, Technology Technical Specialist. Lacassine effective 08/03/20, re: Carl LeGros retirement.
6. Name **BRANDON SHALLOW**, EHS Custodian, effective ASAP, re: Wilfred Vidrine transfer to Central Office.

B. Personnel changes:

APPOINTMENTS

1. Elanea Golmaryami, WAR SPED, 08/11/20, re: Bernadette Nicole Sonnier disability retirement.
2. Kelly Pitre, WES/HHS/WAR, 08/11/20, re: Rachel Brignac resignation.
3. Angelle Bagwell, WEIC Pata, 08/11/20, re: Ruby Gant retirement.
4. Rae Fontenot. WEIC ALT Teacher, 08/11/20, re: Melody Muller transfer.
5. Moriah Duhon, JES Teacher, 08/11/20, re: Donna Walker transfer.
6. Brandon Shallow, EHS Custodian, 07/01/20, Wilford Vidrine transfer.
7. Faline Daniels, LAE SPED Para, 08/12/20, re: Molly Monceaux transfer.
8. Renee Fruge, HHS Teacher, 08/11/20, re: Jamie Knight transfer.
9. Megan Landry, WAR Long Term Sub, 08/11/20, re: A. Moore maternity Leave.
10. Monica Manuel, Supervision of Speech Assistants and Speech Services overflow, 06/29/20, re: new position.
11. Kieshauna Clayton, JES Teacher, 08/11/20, re: Olivia Hollier resignation.

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12. Margaret Smith, JES Teacher, 08/11/20, re: Tara Stanley resignation.
13. Gabriele Fournerat, EES Teacher, 08/11/20, re: J. Byrne retirement.
14. Norma Marcantel, WES Teacher, 08/11/20, re: Kaylin Newman grade Transfer.
15. Leah Marlow, HHS Long Term Sub, 08/11/20, re: B. Ridot maternity Leave.

TRANSFERS

1. Paul Garbarino, JHS Teacher to EHS Homebound Teacher, 08/11/20, re: new position.
2. Sheila Benoit, WES Cafeteria Tech to WAR Cafeteria Tech, 08/11/20, re: Brenda Johnson retirement.
3. Patrick Deshotel, LAHS Teacher/Coach to WHS Teacher/Coach, 08/11/20, Re: Aaron Trahan transfer.
4. Donna Walker, JES Teacher from 5th to 3rd grade, 08/11/20, re: Andre Hoffpauir resignation.
5. Molly Monceaux, LAE Para to LAHS Para, 08/11/20, re: Heather Newman promotion to teacher.
6. Elizabeth Guidry, LAHS FACS Teacher to LAHS Math Teacher, 08/11/20, re: Heidi Duplantis transfer.
7. Heidi Duplantis, LAHS Jr High Math to LAHS Math Teacher, 08/11/20, re: Macy Istre transfer.
8. Heather Newman, LAHS Para to LAHS FACS Teacher, 08/11/20, re: Elizabeth Guidry transfer.
9. Macy Istre, LAHS Algebra I Geometry Teacher to Algebra II/Advanced Math Teacher, 08/11/20, re: Kayla Deshotel transfer.
10. Tessa Deshotel, EHS SPED Para to EHS Financial, 06/15/20, re: Marilyn Guillory promotion to Central Office Bookkeeper.
11. Melody Muller, WEIC Teacher to JWES SPED Teacher, 08/11/20, re: Christine Brewster retirement.
12. Kaylin Newman, WES 2nd grade Teacher to WES Kindergarten Teacher, 08/11/20, re: Jacqueline Moore retirement.
13. Aaron Trahan, WHS Teacher/Coach to JHS Teacher/Coach, 08/11/20, re: Ellen LeGros transfer.

EXTENDED MEDICAL LEAVES

1. T. Hensgens, WES Teacher 08/31/20 to 12/18/20.

RESIGNATIONS

1. Mark Delaney, JHS Teacher, 05/22/20.
2. Janet Richard, EES Teacher, 05/22/20.
3. Andre' Hoffpauir, JES Teacher, 06/16/20.
4. Tara Stanley, JES Teacher, 05/22/20.
5. Neil Quinn, WHS Band Director, 06/15/20.
6. Chris Lougon, AC Tech Maintenance Warehouse, 07/10/20.

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RETIREMENTS

1. Bonnie Hall, LHS Bus Driver, 07/09/20, with 18 years of service.

SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION

1. Return to School Plan

There being no other business to come before the Board, it was moved by Mr. Bouley, seconded by Mrs. Perry 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.