

JEFFERSON DAVIS PARISH SCHOOL BOARD
JUNE 16, 2022

The Jefferson Davis Parish School Board met in Regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, June 16, 2022, at 6:00 p.m., with the following School Board members present: President, James Segura, Members, Vice-President, Paul Trahan, Phillip Arceneaux, Greg Bordelon, Jason Bouley, Charles Bruchhaus, Donald Dees, Malon Dobson, Terry Leger and Jody Singletary.

Absent: David Capdeville, David Doise (virtual) and Denise Perry (virtual)

Legal Counsel Present: None.

The meeting was called to order by President Segura.

An invocation by Miss Adeline Oustalet, JHS Freshman, followed by the Pledge of Allegiance to the U.S. flag led by her brother, Harrison Oustalet, both children of Ben & Roya Oustalet.

Roll call was done by Mr. Ben Oustalet. Mr. Oustalet verified that there were two requests for the virtual link and none for public comment.

Motion by Mr. Bouley, seconded by Mr. Dees and unanimously carried to approve the School Board minutes of the Regular meeting on May 12, 2022.

Motion by Mr. Bouley, 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. Paul Trahan, Finance Committee Chairman, that the School Board:

Grant permission to pay the Louisiana School Boards Association 2022-2023 annual dues in the amount of \$9,376.00. (General Fund) (This is the same price as previous year). Motion seconded by Mr. Bouley and unanimously approved.

Grant permission to renew the Frontline Education absence management system contract at a cost of \$33,544.86. To be paid from the General Fund. Motion seconded by Mr. Leger and unanimously approved.

Enter into a contract with the The Therapy Center Sports Medicine Contract at a cost of \$88,000.00 (same cost as previous year) for the 2022-23 school year. Cost of services to be paid by the General Fund. Motion seconded by Mr. Arceneaux and unanimously approved.

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Grant permission to EHS to accept the following donations for the Boys basketball program:

1. Anthony Landry family - \$2,500.00 - to be used for expenses for 2022 summer and 2022-23 season.
2. Elton Youth Basketball Program - \$1,200.00 - to be used for Gym improvements being made.
3. L & L Erectors - \$1,500.00 - to be used for expenses for 2022 summer and 2022-23 season.

Motion seconded by Mr. Bruchhaus and unanimously approved.

Grant permission to JHS to accept the following donations:

1. Jennings High Alumni from the Class of 1954 (in honor of the late Bobby & Elizabeth Bollich) - \$150.00 - to be used to purchase pedestal that will be used for future graduation ceremonies.
2. Anonymous donor to Girls basketball- \$120.00 - to be used towards season expenses.
3. Jennings Varsity Cheer Boosters to Cheerleaders - \$5,221.00- to be used to defray camp Costs.

Motion seconded by Mr. Arceneaux and unanimously approved.

Grant permission to LAHS to accept the following donations:

1. Lake Arthur Varsity Club - \$3,000.00 - to be used to purchase equipment for the football/track program.
2. Greater Houston Community Foundation (Kevin Richard Fund) to High School Cheer team- \$6,000.00 - to be used to help defray cover camp costs.

Motion seconded by Mr. Dobson and unanimously approved, with Mr. Bordelon recused from voting.

Grant permission to WHS to accept the following donations to be used towards the construction of a new stadium ticket booth:

1. Provincial Home Builders/Cliff Hebert - \$2,000.00
2. L & R Air Conditioning/ Luke Lopez - \$2,000.00

Motion seconded by Mr. Bouley and unanimously approved.

Grant permission to WHS to accept the following donations:

1. Greyhound Backers - \$500.00 - to be used towards Track team uniforms.
2. Welsh Elementary - \$302.81 (donation proceeds from Color run) - to be used towards girls/boys basketball teams.
3. Troy Romero - \$110.00 - to be used towards supplies for the football team.

Motion seconded by Mr. Bouley and unanimously approved.

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Grant permission to the Maintenance Department to purchase the following paper goods and trash can liners on state contract for the school year 2022-2023.

1. State Contract# 4400023941 Copy paper 8.5x11 20lb business 1300 cases for \$37.90 per case for a total of \$49,270.00.
2. State Contract# 4400023138 2 ply toilet tissue white unglazed fully wrapped 4"x3.8 200 cases for \$29.47 per case for a total of \$5,894.00.
3. State Contract# 4400023138 recycled kraft paper towels, green seal, 7.9x350 per roll 550 cases for \$14.59 per case for a total of \$8,024.50.
4. State Contract# 4400023194 60 gal capacity black 2 mil trash can liners 38x58 432 cases for \$36.96 per case for a total of \$15,966.72.
5. State Contract# 4400023194 12-16 gal capacity black 1 mil trash can liners 24x32 400 cases for \$17.17 per case for a total of \$6,868.00

Expected delivery between July 1, 2022 and July 15, 2022. Grant total of \$86,023.22 to be paid from the General Fund. Motion seconded by Mr. Bordelon and unanimously approved.

Motion for the Board to adopt the Louisiana Audit & Compliance Questionnaire, as required by the Legislative Auditor, for the 2021-22 fiscal year. Motion seconded by Mr. Singletary and unanimously approved.

Grant permission for the Board President to sign, on behalf of the board, a Consent to Sublease with T-Mobile formerly Nextel Spectrum(TDI) in regard to the Educational Broadband Service. The sublessee is between TDI & FulAir Wireless. Motion seconded by Mr. Leger and unanimously approved.

Grant permission to purchase from Home Depot Pro Institutional 3 sets of washers and dryers, 8 microwaves and 4 refrigerators for the New Jennings Elementary School at the approximate total cost of \$8,312 to be paid for from Ward II Construction. Other quotes received were \$10,164 from Stine and \$8,088 from Lowes with not all items being in stock. Motion seconded by Mr. Dees and unanimously approved.

Accept the bid of Fleet Rite/Shop Rite of \$.10 per gallon margin over the OPIS (Lake Charles) terminal price for the two-year Gasoline & Diesel Off Site Fueling System contract for the two-year period beginning July 1, 2022 and ending June 30, 2024, as recommended by the Director of Finance. Sealed bids were opened on Thursday, June 2, 2022 @ 2:00 p.m., and no other Parish-wide bids were received. Under the terms of the bid, Fuselier Canal will be allowed to provide fuel for the buses used in the Elton area routes only because they agreed in writing to provide fuel to JDPSB vehicles under terms equal to or better than the winning parish-wide bid. Fuselier Canal provided an Elton only bid of \$.7 per gallon margin over the OPIS (LakeCharles) terminal price. Motion seconded by Mr. Bruchhaus and unanimously approved.

Accept the bid of Waste Management, Inc. for the 22-25 JDPSB Parishwide Garbage Collection and Disposal Bid for a total base cost of the three year contract of \$248,372.00 (increase of \$41,958.00 from 2019) from sealed bids opened June 14, 2022 at 10:00 a.m., as recommended by the Director of Finance (both parties present). The contract term will run from July 1, 2022 through June 30, 2025, and it includes garbage pickup at all School Board locations. Other sealed bids received were from

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Republic Services for \$321,485.00. Motion seconded by Mr. Singletary and unanimously approved.

Accept the lowest roofing quote from F.W. Walton Inc. of Houston for Phase I roofing repairs and roof replacements throughout the district at a cost of \$5,129,735.00 which includes alternate one Welsh High roof improvements. Other bids received were from Brazos Commercial Roofing @ \$6,998,621.00, J. Reynolds & Co., @ \$9,723,800.00, Morcore Roofing @\$5,868,000.00, Roofing Solutions @ \$5,508,000.00 and vantage Contractors @ \$6,639,331.00. An alternate My bid of \$2,280,000.00 was received from Texas Liqua Tech. Motion seconded by Mr. Bouley and unanimously approved.

Approve the following invoices for payment to Safeworks CM to be paid from the Natural Disaster Fund regarding consulting. These items are anticipated to be paid by FEMA at a cost rate therefore the remaining cost will be requested under the State CEA as of 6/30/2022.

Invoice #	Services Date	Amount
000434-3 Supplemental	Nov. 1-30, 2021	\$13,788.33
000434-2 Supplemental	Oct. 1-31, 2021	\$14,780.57
000434-1 Supplemental	Aug. 1 to Sept. 30, 2021	\$23,809.49
0000434-1	Sept. 1-30, 2021	\$21,110.60
0000434-2	Oct. 1-31, 2021	\$47,143.06
0000434-3	Nov. 1-30, 2021	\$40,339.11
0000434-4	Dec. 1-31, 2021	\$21,610.48

Motion seconded by Mr. Singletary and unanimously approved.

Authorized Superintendent Elect, John Hall to apply for a Jefferson Davis Parish School Board Credit Card in the name of Jefferson Davis Parish School Board Superintendent . The credit limit will be \$50,000.00. One single card will be issued in the name of Jefferson Davis Parish School Board, and strictly overseen by Superintendent and Finance Director. Motion seconded by Mr. Leger and unanimously approved.

INSURANCE COMMITTEE:

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

The following recommendations are being made from sealed quotes received on June 14, 2022 for the 2022-2023 Fiscal year:

- A. Accept the best quote for General Liability, Errors & Omissions, and Auto/Fleet Insurance.
- B. Accept the best quote for Crime & Forgery Insurance.
- C. Accept the best quote for Boiler & Machinery Breakdown Insurance.
- D. Accept the best quote for Workers Compensation Insurance.
- E. Accept the best quote for Cyber Liability Insurance.
- F. Accept the best quote for CVAC Comprehensive Violent Assailant Coverage Insurance.

Motion seconded by Mr. Bordelon and unanimously approved.

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Motion by Mr. Singletary, seconded by Mr. Dees and unanimously carried to take off the table the Insurance Motion from the Insurance Committee.

Motion by Mr. Dees, seconded by Mr. Singletary and unanimously carried to accept the quote provided by Jeff Davis Insurance Agency for Property Insurance through AMRISC in the amount of \$1,477,366.00, which is a significant increase in premium from last year.

Accept the renewal quotes from Progressive for Flood Insurance on the Lake Arthur Elementary campus buildings in the amount of \$16,719, which is an increase of \$2,435 from the total paid last year.

Motion seconded by Mr. Bordelon and unanimously approved.

Note: Terrorism coverage is being rejected on all above quotes.

The following committees had no reports to present:

Building & Grounds - David Doise, Chairman

Policy - Jody Singletary, Chairman

16th Section - Charles Bruchhaus, Chairman

Ward II - Phillip Arceneaux, Chairman

Legislative Liaison - Donald Dees, Chairman

Long Range Planning - Donald Dees, Chairman

Food Service - Terry Leger, Chairman

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

NEW BUSINESS:

Motion by Mr. Bouley and seconded by Mr. Leger and unanimously carried to authorize incoming Superintendent John Hall and Assistant Superintendent Benjamin Oustalet to approve and sign all relevant purchase orders as presented by School Board personnel effective July 1, 2022.

Motion by Mr. Singletary and seconded by Mr. Arceneaux and unanimously carried to approve the following pilot Summer Hours for the Jefferson Davis Parish School Board locations:

Pilot Summer Hours - Monday thru Thursday

Central Office, Media Center and Pupil Appraisal

7:30 a.m. to 3:30 p.m.

Warehouse Secretary

7:00 a.m. to 2:30 p.m. (30 minute lunch)

Warehouse and Techs

7:00 a.m. to 3:00 p.m. (30 minute lunch)

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Warehouse (Certificated)

7:30 a.m. to 3:30 p.m.

Food Service Office

7:30 a.m. to 3:30 p.m.

Food Service Warehouse and Delivery

7:00 a.m. to 3:00 p.m. (30 minute lunch)

Food Service Secretary

7:00 a.m. to 2:30 p.m. (30 minute lunch)

Sales Tax Department

8:00 a.m. to 4:00 p.m.

Pilot Summer Hours - Fridays -

All locations including schools close at noon

Effective: May 26 to Aug 9, 2022

Motion by Mr. Arceneaux and seconded by Mr. Dees and unanimously carried to approve the following out-of-state travel:

1. JHS Boys Basketball team to travel to Silsbee, TX on June 2, 2022 for summer basketball.

Motion by Mr. Bordelon and seconded by Mr. Dees and unanimously carried to surplus the following items and send to the next available public auction:

1. Child Nutrition Program - WES - One Beverage Milk Cooler model SM34N BarCode 8310052 .
2. Child Nutrition Program - One Husqvarna riding mower, product 960430110, maintenance level 4, serial number 010213A003026, model YTH23V48.

Motion by Mr. Bordelon and seconded by Mr. Arceneaux and unanimously carried to grant permission to the Child Nutrition Program to approve that the following schools utilize the Community Eligibility Provision at the following sites for the 2022-2023 School year: Jennings Elementary, Elton Elementary, and Lake Arthur Elementary.

Motion by Mr. Bouley and seconded by Mr. Trahan and unanimously carried to grant permission to the Child Nutrition Program to bid small equipment.

Motion by Mr. Bordelon and seconded by Mr. Dobson and unanimously carried to approve the following non-faculty LAHS coaches for 2022-2023 upon completion of LHSAA coaching course certification and Board policy requirements.

1. Christin Legros - Swimming
2. Charles (Charlie) Benoit - Girls Softball

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Motion by Mr. Dobson and seconded by Mr. Dees and unanimously carried to grant permission to the Superintendent to enter into an agreement with the Louisiana Public Service Commission to receive energy efficient LED lighting to be installed at the Jennings Elementary Tennis Courts at no cost to the board. This program is part of the Public Service Commission's Statewide Energy Efficiency Program and will provide an estimated lighting project valued at \$51,520.00.

Motion by Mr. Trahan and seconded by Mr. Bouley and unanimously carried to grant permission to the Superintendent to enter into an agreement with the Louisiana Public Service Commission to receive energy efficient LED lighting to be installed at Welsh-Roanoke Junior. High at no cost to the board. This program is part of the Public Service Commission's Statewide Energy Efficiency Program and will provide an estimated lighting project valued at \$36,549.00.

Motion by Mr. Bouley and seconded by Mr. Singletary and unanimously carried to adopt the following resolution recognizing retiring Superintendent, Kirk Credeur:

RESOLUTION OF RECOGNITION

WHEREAS, **KIRK CREDEUR** has served the Jefferson Davis Parish and Calcasieu School System for forty years, the last five of which were served as Superintendent, and

WHEREAS, his loyalty, leadership, and dedication to the Jefferson Davis Parish School System in fulfilling his duties and responsibilities have brought credit to the system, and served as an example and inspiration to his colleagues.

NOW, THEREFORE, BE IT RESOLVED, by the Jefferson Davis Parish School Board in regular session on the 16th day of June, 2022, that said Board recognizes and commends **KIRK CREDEUR** for his faithful service and excellent record.

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 on this 16th day of June, 2022.

/s/ James Segura
President

/s/ John G. Hall
Superintendent-Elect

Motion by Mr. Singletary and seconded by Mr. Leger and unanimously carried to grant permission to cancel the Hathaway High School Restroom Renovation Project and reject the bid received from E.L. Habetz Builders Inc. out of Crowley, Louisiana, in the amount of \$232,000. At this time we are unfortunately unable to move forward with the project due to our inability to receive a permit from the Louisiana Department of Health to add additional restrooms to our current sewerage system. Adding the additional restrooms would require an upgrade to the campus sewerage treatment plant which greatly exceeds the scope of the project.

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INFORMATION

Pursuant to Louisiana Revised Statutes, Title 17, Section 53, Jefferson Davis Parish School Board Members received the following continuing Learning Units (including 1 hour of ethics for calendar year 2021: Phillip Arceneaux 21 hours, Greg Bordelon 6 hours, Jason Bouley 18 hours, Charles Bruchhaus 6 hours, David Capdeville 6 hours, Donald Dees 31 hours, Malon Dobson 6 hours, David Doise 6 hours, Terry Leger 6 hours, Denise Perry 14 hours, James Segura 13.5 hours, Jody Singletary 6 hours and Paul Trahan 6 hours.

Condolences are extended to the family of

- A. Genie Navarre, West End Elementary Teacher, who retired in 1999, with 27 years of service.

PERSONNEL CHANGES

A. Personnel appointments as determined by the Superintendent:

1. **AARON TRAHAN**, JES Assistant Principal, effective 05/27/22 re: Martha Phelps retirement.
2. **REBEKAH MCMILLIN**, JES Assistant Principal, effective 07/01/22 re: Erica Arabie promotion.
3. **ARTHUR DEAN BENOIT**, LHS Bus Driver, effective, 05/16/22, re: Erin Courville resignation.
4. **AARON BROWN**, 10 month Ed Diagnostician to 11 month Ed Diagnostician, effective, 07/01/22 re: new position.
5. **MARGAUX OUSTALET**, LHS Assistant Principal, effective 07/01/22 re: Emily Davis promotion.
6. **EMILY DAVIS**, FES Principal, effective 06/13/22 re: Frances LeBlanc transfer.
7. **EUGENE KERSHAW**, LAHS Custodian to LAHS Bus Driver, effective 07/29/22 re: Susan Prejean transfer.

B. Personnel changes:

APPOINTMENTS (effective 08/10/22 unless stated otherwise)

1. Amanda Broussard, JES Pre-K Teacher, re: Donna Cinquemano passing.
2. Monica Broussard, JES Teacher, re: Administrative Assistant transfer.
3. Warlana Woods, JES Teacher, re: Holly Hamerick transfer.
4. Janie Frey, JES Teacher, re: Amanda Broussard transfer.
5. Brenda Redlich, JES Teacher, re: Monica Broussard new position.
6. Sandra Simien, JES Teacher, re: Carla Young retirement.
7. Skye Ringuet, JES SPED Teacher, re: Paulette Adam retirement.
8. Morgan Benoit Watkins, LAHS Teacher, re: Kaitlyn Trahan resignation.
9. Jenna Savoy, LHS Teacher (CSR), re: Christian McCone transfer.
10. Brittney Chaisson, WES Teacher, re: Patricia Credeur retirement.
11. Kaitlynn Courville, JES Teacher, re: Christina Whitman transfer.

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12. Meagan Oliver, WES SPED Teacher, re: new position.
13. Walter Trahan, WEIC EMR/EMT Instructor, re: Brendan Boudreaux retirement.

TRANSFERS (effective 08/10/22 unless stated otherwise)

1. Amanda Broussard, JES 1st grade Teacher to JES Pre-K Teacher.
2. Christian Whitman, JES 6th grade Teacher to JES 3rd grade Teacher, re: new position.
3. Monica Broussard, JES grade change, re: Aaron Trahan AA/AP promotion.
4. Holly Hamerick, JES Kindergarten Teacher to JES Kindergarten SPED Teacher, re: Melody Muller resignation.
5. Joni LeBlanc, WES 2nd grade Teacher to WES 1st grade Teacher, re: Patricia Credeur retirement.
6. Britney Lopez, WES Pre K Para to WES Kindergarten Para, re: Phyllis Langlely.
7. Phyllis Langlely, WES Kindergarten Para to WES Pre K Para, re: Britney Lopez.
8. Lisa Gotreaux, LHS Cafeteria Tech to WHS Cafeteria Tech, re: Cherina Viator transfer.
9. Arien Harper, LHS Teacher to WES Teacher, re: Norma Marcantel transfer.
10. Laney Meaux, JWES Teacher to WES Teacher, re: Melanie Lee resignation.
11. Christian McCone, LHS 1st grade Teacher (CSR) to LHS 4th grade Teacher, re: Arien Harper transfer.
12. Paige Cassidy, JES Teacher to Instructional Coach (ESSER), re: Rachel Simon transfer.
13. Emily Davis, LHS Assistant Principal to FES Principal, re: Frances LeBlanc Transfer.
14. Mistie Landry, JWES Bus 296 to JWES Bus 301, re: Rachelle Jones transfer.

LEAVES

1. M. Lee, WES Teacher, 05/23/22 to 05/24/22.
2. D. Miller, JWES Teacher, 05/26/22 to 05/26/22, 05/12/22 (½ day).
3. T. Linscombe, LAE Teacher, 05/04/22 to 05/26/22.
4. K. Newman, WES Teacher, 05/09/22.
5. V. Bertrand, HHS Teacher, 05/16/22, 05/19/22 and 05/25/22.
6. C. Klein, JHS Teacher, 05/23/22 to 05/26/22.

MATERNITY

1. E. Vallo, LAHS Teacher, 08/02/22 to 09/30/22.
2. C. Guidry, LAHS Teacher, 08/10/22 to 09/06/22.
3. L.Faulk, WHS Teacher, 08/12/22 to 10/10/22.

RESIGNATIONS

1. Robert Gaspard, WHS Teacher/Coach, 05/27/22.

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2. Denver Brown, WHS Teacher/Coach, 06/01/22.
3. Savanna Carter, LHS Teacher, 05/27/22.
4. Dana Ringuet, HHS Cafeteria Tech, 05/27/22.
5. Patricia England, LHS SPED Teacher, 05/27/22.
6. Haley Cooley, LAES Teacher, 05/27/22.
7. Rachelle Edwards, LAHS Band Director, 06/30/22.
8. Melanie Lee, WES Teacher, 05/27/22.
9. Dillon Riggs, JHS Cafeteria Tech, 05/27/22.

RETIREMENTS

1. Dwain Pat Vanicor, Warehouse Carpenter, effective 06/20/22, with 12.65 years of service.
2. Brenda Trahan, LAE 7 hour cafeteria tech, effective 05/27/22, with 6 years of service.

SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION

1. A copy of personnel contract renewals for July 2022 to July 2024 are provided in your folder.

EXECUTIVE SESSION

Motion by Mr. Leger, seconded by Mr. Arceneaux and unanimously carried to enter into executive session to discuss potential litigation/settlement negotiations from a bus accident in August, 2021. Mr. Credeur asked the following to remain. All Board Members and Benjamin Oustalet.

Motion by Mr. Bordelon, seconded by Mr. Dees and unanimously carried to exit out of executive session.

ADJOURN

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

/s/ James Segura, 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.