

# **JEFFERSON DAVIS PARISH SCHOOL BOARD**

**MARCH 21, 2019**

The Jefferson Davis Parish School Board met in regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, March 21, 2019 at 6:00 p.m., with the following School Board members in attendance: President, Phillip Arceneaux, Vice-President, David Troutman, Members, Greg Bordelon, Jason Bouley, Charles Bruchhaus, Donald Dees, David Doise, Malon Dobson, Terry Leger, Denise Perry, and James Segura. Absent: David Capdeville and Jody Singletary.

The meeting was opened by, President Arceneaux, with an invocation by Maycie Fuselier, Elton High School Sr., followed by the Pledge of Allegiance to the U.S. flag led by Mr. Bruchhaus.

Motion by Mr. Dobson, seconded by Mr. Perry and unanimously carried to approve the School Board minutes of the regular meeting on February 21, 2019, with the following corrections:

1. 5) Upon above condition being met, further authorizing Superintendent Credeur to sign all future necessary documents to complete said purchase of property.

Motion seconded by Mr. Segura (not Dees). Motion Mr. Dees and seconded by Mr. Segura and unanimously carried to amend as follows:

## **2. PERSONNEL CHANGES**

### **APPOINTMENTS**

3. C. LeJeune, WHS 7 hour cafeteria tech, 02/12/19, re: L. Hughes Resignation.

### **LEAVES**

11. B. Perrin, JWES Speech Therapist, 02/18/19 to 05/14/19.

Motion by Mr. Troutman, seconded by Mr. Doise 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.

## **RECOGNITION/PRESENTATIONS:**

Elton High School Girls Basketball Team - 2019 1A State Girls Basketball Champions.

## **FINANCE COMMITTEE:**

The following motions were made by Mr. James Segura, that the School Board:

Grant permission to JHS to accept a \$250.00 donation from Stacy and Eric Martin. Funds to be used to purchase supplies for the RTI program. Motion seconded by Mr. Dees and unanimously carried.

Grant permission to WHS basketball team to accept a \$1,000.00 from The Greyhound Backers. Funds to be used to offset the cost of the charter bus to travel to Rayville for the quarter final game. Motion seconded by Mr. Troutman and unanimously carried.

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Grant permission to LAHS to accept a \$616.00 donation from Greater Houston Community Foundation. Funds to be used for the football and girls basketball programs to help offset food expenses for banquets. Motion seconded by Mr. Bordelon and unanimously carried.

Grant permission to EHS Athletic Department to accept a \$1,020.00 donation from Mudd, Bruchhaus & Keating, LLC Attorneys at Law. Funds to be used as needed to help defray expenses of the EHS track & field team. Motion seconded by Mr. Bruchhaus and unanimously carried.

Grant permission to Sharon Phenice Ardoin, Federal Programs Technical Assistant, to accept a \$100.00 donation from an anonymous donor. Funds to be used to help purchase school uniforms and supplies to students in need. Motion seconded by Mr. Bouley and unanimously carried.

Accept Budget Revision # 1 to the General Fund and the Special Revenue - Maintenance Funds for the 2018-19 fiscal year, as requested by the Director of Finance. A public hearing on the budget revision was held on Tuesday, March 19, 2019 at 4 pm. Motion seconded by Mr. Bordelon and unanimously carried.

Accept the recommendation of the Director of Finance to approve Home Bank as the new fiscal agent for banking services for the two-year period beginning July 1, 2019 and ending June 30, 2021 from sealed proposals that were opened at 10 am on Friday, March 1, 2019. In addition to Home Bank, proposals were received from First Guaranty Bank, MidSouth Bank (incumbent), JD Bank, and Capital One Bank. The proposals of Home Bank and First Guaranty Bank were evaluated as a virtual tie, with the decision to award the contract to Home Bank being based on the fact that they have more branches within the parish to provide a service convenience to our schools. Motion seconded by Mr. Doise and unanimously carried.

Grant permission to WHS to replace the 2nd AC in the gym at a cost of \$5,025.00 from Trane Supply. Other quotes received from Johnson Supply (\$4,870.00) and Young's Appliance (\$6,491.00). To be paid from Welsh Contingency. Note: Higher quote accepted due to price/quality. Motion seconded by Mr. Bouley and unanimously carried.

Grant permission to Howard Nugent, Supervisor of Auxiliary and Support Services to purchase one 2019 Ford F250 Maintenance Truck from Bubba Oustalet Ford at a cost of \$26,478.50. (Current vehicle has 241,568 miles.) This price is \$200.00 below state contract price. To be paid from General Fund. Motion seconded by Mr. Doise and unanimously carried.

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Grant permission to FES to accept a \$200.00 donation from Mrs. Patricia Augustine. Funds to be used for Athletic Account for Athletic Banquet. Motion seconded by Mr. Bouley and unanimously carried.

Grant permission to EHS to accept the following donations to be used to help defray expenses for state championship rings:

1. James & Christina Jarreau \$ 250.00
2. Alco Builders, Inc. \$1,000.00
3. Southside Machines Works, Inc. \$1,000.00

Motion seconded by Mr. Bruchhaus and unanimously carried.

Amend the following motion from December 20, 2018:

Grant permission to JWES to purchase 48 security cameras from CTI Security Solutions at a cost of \$13,632.86. Other quotes received from Total Quality Services, Inc. (\$16,677.21) and Life Safety Source (\$17,195.80). To be paid from Ward II Maintenance. Motion seconded by Mrs. Hernandez and unanimously carried. Motion by Mr. Segura, seconded by Mr. Dees and unanimously carried to amend motion to add cameras in all rooms (approximately 40 more). Original motion unanimously carried as amended.

**Amend as follows:**

**Grant permission to JWES to purchase 96 security cameras from Sylvan Security Solutions at a cost of \$29,325.00. Other quote received from CTI Security Solutions (\$37,898.72). Quote from CTI Security was rejected for not having appropriate certification. To be paid from Ward II Maintenance.**

Motion seconded by Mr. Doise and unanimously carried.

### **INSURANCE COMMITTEE**

The following motions were made by Mr. Greg Bordelon, that the School Board:

Proposed change in retiree health insurance collection and payment.

- A. When the School Board entered into the state health insurance plan through the Office of Group Benefits (OGB) years ago, the Board decided to assist in the payment of an additional portion of each qualified retiree's health insurance premium. Normally, the retiree's portion of the health insurance premium (25%) is deducted from their retirement check through TRSL or LSERS and sent to OGB from the retirement system. However, our School Board pays more than its required share, meaning that the retiree's 25% portion is paid from two sources. Since OGB requires that it collect the retiree's portion of their total premium from one source, our School Board opted to collect the monthly directly from each retiree here at the Central Office and then remit the retiree's portion of the OGB premium from here.

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Due to several factors, seeking approval to have all retirees have their entire monthly premium drafted out of their TRSL or LSERS retirement. In return, the Jefferson Davis Parish School Board would issue rebate checks (at periodic intervals) to its retirees for the School Board's share of the premium that it pays over and above the 75% retirement.

Motion seconded by Mr. Dobson and unanimously carried.

### **Legislative Liaison - Donald Dees, Chairman -**

Community Meeting at Sowela - Lake Charles Campus on Tuesday, March 27, 2019 at 5:00 p.m.

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**

**Food Service Committee - Malon Dobson, Chairman**

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

### **NEW BUSINESS:**

Motion by Mr. Segura, seconded by Mr. Bordelon and unanimously carried to authorize AIFS, ISEUSA, ICES and Education Foundation Exchange as acceptable foreign student placement services for the 2019-2020 school year.

Motion by Mr. Bouley, seconded by Mr. Troutman and unanimously carried to adopt the following resolution to implement the Jefferson Davis Parish School Board Flexible Benefits Plan to be effective, 3/1/2019:

#### **RESOLUTION**

On this date, the Jefferson Davis Parish School Board Board of Directors did meet to discuss the implementation of Jefferson Davis Parish School Board Flexible Benefits Plan to be effective, 3/1/2019. Let it be known that the following resolutions were duly adopted by the Jefferson Davis Parish School Board and that such resolutions have not been modified or rescinded as of the date hereof; RESOLVED, that the form of Cafeteria Plan, as authorized under Section 125 of the Internal Revenue Code of 1986, presented to this meeting is hereby adopted and approved and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Plan Administrator one or more copies of the Plan. RESOLVED, that the Plan Year shall be for a period beginning on 3/1/2019 and ending 2/29/2020. RESOLVED, that the Employer shall contribute to the Plan amounts sufficient to meet its obligation under the Cafeteria Plan, in accordance with the terms of the Plan Document and shall notify the Plan Administrator to which periods said contributions shall be applied. RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify employees of the adoption of the Cafeteria Plan by timely delivering to each Employee

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a copy of the Summary Plan Description. The undersigned certifies that attached hereto as Exhibits A and B respectively are true copies of the Plan Document, and Summary Plan Description for Jefferson Davis Parish School Board's Flexible Benefits Plan approved and adopted in the foregoing resolutions. The undersigned further certifies and attests that the above Resolution was made with the consent of the full Board, a legal quorum of whom were in attendance and a majority voted to approve this Resolution.

It is hereby affirmed and certified the foregoing is a true and exact copy of the resolution unanimously adopted by the JEFFERSON DAVIS Parish School Board, JENNINGS, Louisiana during regular session on March 21, 2019 at which time a quorum was present and voted.

/s/ \_\_\_\_\_ /s/ \_\_\_\_\_  
Phillip Arceneaux, President Kirk Credeur, Superintendent

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

- A. JHS students STEM Club, and faculty to travel to Houston, TX on May 2, 2019 to visit the NASA Space Center . At no expense to the Board.

Motion by Mr. Leger, seconded by Ms. Perry and unanimously carried to approve Derrick L. Hoffpaur, as a non-faculty softball coach at LHS for 2018-2019, upon completion of LHSAA coaching course certification and Board policy requirements.

Motion by Mr. Doise, seconded by Mr. Dees and unanimously carried to approve Rebecca Chaisson, as a non-faculty track and field coach at HHS for 2018-2019, upon completion of LHSAA coaching course certification and Board policy requirements.

**PERSONNEL CHANGES:**

The following personnel changes are an Informational Item:

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

- 1. Name **PAMELA RILEY**, as Jennings Schools Bus Driver, re: L. Monceaux resignation, 03/14/19.
- 2. Name **KRYSTAL BERTRAND**, as JHS part-time clerical aide, 03/15/19, re: D. Reed resignation.

**B. Personnel changes:**

**APPOINTMENTS**

- 1. D. Boudreaux, EES Cafeteria Tech, 03/04/19, re: new position.
- 2. A. Curry, JHS Teacher, 03/18/19, re: R. Dodd resignation.
- 3. L. Petry, Contract SLP Assistant, 03/12/19, re: B. Perrin maternity.
- 4. K. Bertrand, JHS, part-time Clerical Aide, 03/15/19, re: D. Reed resignation.
- 5. J. Dugas, JWES part-time Custodian, 02/19/19, re: L. Haley Resignation.

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**TRANSFERS**

1. B. Janise, HHS Special Ed Teacher to JWES Special Ed Teacher, 08/07/19,  
re: M. Joseph Retirement.

**LEAVES**

1. R. Sauble, LAE Cafeteria Tech, 02/13/19 to 03/04/19.
2. A. Valdez, EES Clerical Aide, 12/10/18 to 02/11/19.
3. H. Guidry, JHS Teacher, 02/25/19 to 04/01/19.
4. E. Hoag, WES Teacher, 05/23/19 to 05/24/19.

**RESIGNATIONS**

1. T. Aguiard, WES Teacher, 05/24/19.
2. D. Reed, JHS Clerical Aide, 03/08/19

**RETIREMENTS**

1. Gloria Trahan, HHS Cafeteria Tech, 03/30/19, with 15 years of service.
2. Christine Fontenot, WHS 10 month Clerical Aide, 06/07/19, with 26 years of service.
3. Lucinda Stark, LHS Teacher, 05/25/19, with 33 years of service.
4. Sherron Renee Hardy, LHS Teacher, 05/25/19, with 20 years of service.
5. Cheryl Price, EHS Cafeteria Manager, 03/01/19, with 30.5 years of service.

**DISABILITY RETIREMENT**

2. M. Joseph, JWES Teacher, 03/07/19, with 26.76 years of service.

**INFORMATION:**

The Jefferson Davis Parish School Board Members 2019 Spring Strategic Planning Meeting will be on Thursday, March 28, 2019 at 6:00 p.m. at Abshire Camp.

Condolences to the family of Marie Watson, Supervisor of School Food Service, who retired in 1980, with 36 years of service.

**EXECUTIVE SESSION**

None.

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

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/s/ Phillip Arceneaux, 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.