

**JEFFERSON DAVIS PARISH SCHOOL BOARD
MAY 21, 2020**

The Jefferson Davis Parish School Board met in regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, May 21, 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, David Doise, Terry Leger, James Segura, Denise Perry and Paul Trahan. Absent: None.

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 there was one requests for public participation and Mrs. Duhon sent info.

The meeting was opened by President, Jody Singletary, with an invocation by School Board member, Donald Dees, followed by the Pledge of Allegiance to the U.S. flag led by School Board Member, David Doise.

Motion by Mr. Arceneaux, seconded by Mr. Segura and unanimously carried to approve the School Board minutes of the Regular Meeting on April 23, 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.

RECOGNITIONS:

- A. Congratulations to Jennings Elementary Principal, Mrs. Rory Myers, Louisiana Semi-Finalist Elementary Principal of the Year.

**JEFFERSON DAVIS PARISH SCHOOL BOARD
MAY 21, 2020**

FINANCE COMMITTEE:

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

Approve the following bids for Duplicator & Janitorial Paper Products from the 20-21 school year from sealed bids opened at 10 am, Wednesday, May 13, 2020, as recommended by the Director of Finance:

1. Copier/Duplicator Paper: Economical Janitorial & Paper Supplies, \$23.80 per case. Other bids received: Contract Paper Group, \$25.05 per case and Veritiv, \$25.90 per case.
2. 2-Ply Bathroom Tissue: Economical Janitorial & Paper Supplies, \$27.36 per case (96 rolls 500 sheets) Other bids received - Contract Paper Group, none and Veritiv, \$24.90 per case (96 rolls 400 sheets)
3. Non-Perforated Roll Towels: Economical Janitorial & Paper Supplies, \$14.04 per case. Other bids received - Contract Paper Group, None; Veritiv, \$14.04 per case.

Motion seconded by Mr. Doise and unanimously carried.

Grant permission to EHS FFA Club to accept a \$1,500.00 donation from an anonymous donor. Funds to be used to help defray expenses for the school Year.

Motion seconded by Mr. Bruchhaus and unanimously carried.

Grant permission to JHS to purchase a 2020 Exmark Zero Turn 60 inch cut Lawn Mower at a cost of \$6,929.23 (State contract) with a 4 year 750 hour warranty from Hornsby Lawn and Equipment. Other bids received from Hornsby Lawn & Equipment \$6,159.23, Abell & Son, Inc. \$7,895.78, Thib's \$7,082.46, Thib's \$9,284.00 and Thib's \$6,411.00. To be paid from Ward II Maintenance. Motion seconded by Mr. Arceneaux and unanimously carried.

Grant permission to HHS to purchase on state contract two 75" NewLine Interactive Boards at a cost of \$6,090.00 (\$3,045.00 each). These will replace two outdated Interactive White Boards in two classrooms. To be paid from Maintenance #3. Motion seconded by Mr. Doise and unanimously carried.

Grant permission to FES to purchase on state contract two 75" NewLine Interactive Boards at a cost of \$6,090.00 (\$3,045.00 each). These will replace two outdated Interactive White Boards in two classrooms. To be paid from Maintenance #5. Motion seconded by Mr. Leger and unanimously carried.

**JEFFERSON DAVIS PARISH SCHOOL BOARD
MAY 21, 2020**

Accept the best quotes for the 2020-2021 School Food Service Needs.

Bids opened on April 9 and April 23, 2020 at 10:00 a.m.:

Milk:

Oak Farms Dairy \$199,535.76

Bread:

Flower's Bakery \$29,200.00

Frozen/Chilled Bakery:

Diamond: French Toast \$37.62; Cinnamon Rolls \$14.08

Lamm: Hard Boiled and Peeled Eggs \$28; Crumb Square \$13.30; Banana Square \$13.30; Onion Rings \$52.80

Lacassigne: Biscuit \$25.75

Ponn: Orange Dream Muffins \$21.83; Blueberry Muffins \$20.05; Chocolate Chip Muffins \$17.49; Donut Holes \$26.92; Crispy Cubes \$35.68; Breakfast buns \$26.59; Baked Potato Soup \$54.69; Texas Toast \$21.42; Sour Cream \$16.83; Seasoning Blend \$24.08; Corn Bread \$16.38; Maple, Banana, and Blueberry Mini Pancakes \$24.68

Paper and Cleaning:

Interboro: Bun Pan Rack Cover \$10.24; Bun Pan Bag \$11.24

Economical: Moist Foam Soap \$43.88; Detergent for Washing Machines \$74.95; Oven Cleaner \$19.97; Power Dissolver \$44.62; SS Polish/Cleaner \$26.34; Quat Sanitizer \$56.91; Floor Cleaner \$63.43; All Purpose Cleaner \$92.07; Styrofoam Trays w/ Cover \$10.19; Aluminum Tays w/ Lids \$43.25; Plastic Wrap \$10.50; Red Plaid Food Trays \$13.50; Large SS Sponge \$3.32; Disposable 5 Compartment Plates \$22; 1oz Portion Cups \$30.77; Resealable Freezer Bags \$17.25; Scouring Pads \$1.78; Nylon Mesh Large Scouring Pads \$1.77; Hinged 8oz Portion

Containers \$49.95; Roll Paper Towels \$16.10; Bun Pan Liners \$28.88; Mop Heads \$2.90; Small Serving Gloves and Serving Gloves \$4.20; Mop Handles \$2.89; 8oz Lids \$14.75; 12oz Lids \$20.34; 4oz Lids \$11.98; Vented Lids 4oz Container \$11.98; 12oz Disposable Cups \$21.66; Cutlery Kits \$10.98; 4oz Shallow and Deep Dishes \$23.93; 8oz Deep Dishes \$26.42; Aluminum Foil Sheets \$8.97; Aluminum Foil \$32.74; 8oz Cups \$18.84; French Fry Bags \$52.95; Large and Medium Food Prep Gloves \$16.50; XL and Large Serving Gloves \$4.20; Broom \$2.81; 12oz Disposable Bowls \$14.79; Sandwich Bags \$10.35

Pon: Cleaner w/ Bleach \$50.59; Pot and Pan Detergent \$64.96; Bleach \$11.73; Floor Cleaner \$69.18; Paper Towel Dispenser \$19.84; Medium Serving Gloves \$3.49; Brown Paper Bags \$10.33

Frozen/Chilled Meat Items:

Lacassigne: Mini Corn Dog Nuggets \$19.90; 8 Piece Chicken \$81.10; Beef Patties \$88.10; Ground Beef \$79

Diamond: Large Eggs \$36.60; Breakfast Bagel \$41.91; Salisbury Steak \$68.97; Meatballs \$20.68; Meatloaf \$39.38; Breakfast Pizza \$40.77; BBQ Sauce \$42.88; Fish Patties \$50.17

Pon: Breakfast Wrap \$39.74; Chicken Wings \$106.30; Chicken Chunks \$104.88; Smoked Sausage \$17.68; Breakfast Bites \$67.39; Sausage and Waffle Sandwich \$67.16; Turkey Franks \$31.45; Ham and Cheese Croissant Sandwiches \$81.48; Beef Chili w/out Beans \$68.98; Sausage and Pancake Sandwich \$73.21; Pulled Pork \$30.28; 4 Cheese Pizza \$69.68; Pepperoni Pizza \$71.33; Sliced Ham \$33.38; Mac and Cheese \$62.30; Chicken Nuggets \$30.33; Chicken Patty \$91.34; Diced Chicken \$24.82; Bacon Scramble \$49.13; Baked Potato Soup \$54.69

Dry Goods:

Pon: Corn \$23.42; Small Waters \$6.54; Vanilla Extract \$1.74; Light Brown Sugar \$25.79; Nutmeg \$6.65; Red Pepper \$2.53; Granulated Garlic \$3.79; Chili Powder \$2.93; Cinnamon \$3.16; Soymilk \$15.81; Salsa \$28.72; Toaster Treats Fudge and Strawberry \$30.97; Ind Mustard \$6.13; ind Mayo \$7.46; Flamin Hot Sweet Snack Mix \$34.08; Corn Chips \$15.88; Cereal \$19.19; butter Substitute \$32.31; Pan and Food Spray \$20.90; Ind BBQ \$9.13; Baking Powder \$65.12; Au Gratin Potato Casserole \$54.64; Tortillas \$25.87

Diamond: Diced Peaches \$39.44; Sliced Peaches \$38.62; Diced Pears \$38.42; Pear Halves \$39.62; Large Water 4.14; Sugar \$26.72; Salt \$12.62; Jambalaya Base w/ Roux \$80.12; Gumbo Base w/ Roux \$41.44; Flavoring and Browning Sauce \$89.44; Slush Drinks \$22.44; Popped Rice Treats \$28.19; Sweet Potatoes \$33.49; Salad Oil \$39.22; Granulated Onion \$3.76; Mayo \$22.10; Mustard \$12.32; Lemon Juice \$25.44; Jelly \$7.34; Flour \$22.77; Fruit and Vegetable Drinks \$8.92; Ind Hot Sauce \$4.32; Instant Potatoes \$42.33; Ind Ranch Dressing \$6.72; Vegetarian Beans \$31.22; Green Beans \$24.84; Baking Soda \$15.44; Chips \$24.12
Lacassagne: Vinegar \$8.28; Black Pepper \$4.81; Cumin \$4.10; Red Beans \$23.50; Sliced Carrots \$23.45; Gluten Free Brown Gravy Mix \$29.10; Ind Ketchup Packets \$14.44

**JEFFERSON DAVIS PARISH SCHOOL BOARD
MAY 21, 2020**

Lamm: Cream of Mushroom Soup \$31.90; Pineapple Tidbits \$25.80; English Peas \$26; Mandarin Oranges \$23.80

Cebev LLC: Iced Teas \$11.95

Cajun Wholesale: Spicy Salt Free Cajun Seasoning \$89.59

Motion seconded by Mr. Arceneaux and unanimously carried.

Mr. Bouley was disconnected from meeting.

Grant permission to LAE to purchase on state contract a 2020 Exmark Zero Turn 60 inch cut Lazer E Series Lawn Mower at a cost of \$8,084.23 from Hornsby Lawn and Equipment. To be paid from District 1 Maintenance. Motion seconded by Mr. Dobson and unanimously carried.

TRANSPORTATION COMMITTEE:

The following recommendations were made by Mr. Greg Bordelon, Transportation Committee Chairman, that the School Board:

Grant permission to purchase 3 new 71 passenger Bluebird buses to phase out 25 year old buses that will be expiring this year. Purchase will be on State contract from Ross Bus Sales at a cost of \$81,293.30 each. The total cost for the 3 buses is \$243,879.90. To be paid from 2020-21 budget. Motion seconded by Mr. Leger and unanimously carried.

The following committees had no reports to present:

Insurance - David Doise, Chairman

Building & Grounds - Terry Leger, Chairman

Policy - Phillip Arceneaux, 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. Dobson, seconded by Mr. Leger and unanimously carried to accept the renewal option of Miguez Funeral Home to exercise their option to renew their Lease Agreement for an additional five years. This is per the terms of the Lease Agreement from May, 2015, which has a option of a five year renewal.

Motion by Mr. Leger, seconded by Mr. Doise and unanimously carried to grant permission to Child Nutrition Program to declare a Beverage Air Milk Cooler (red tag #0467) at LAE as surplus and send to the next available public auction.

**JEFFERSON DAVIS PARISH SCHOOL BOARD
MAY 21, 2020**

INFORMATION:

1. Condolences are extended to the families of:
 - A. Kenneth Istre, Teacher who retired in 1996 with 30 years of service.
 - B. Sharon Deshotel, Teacher who retired in 2002 with 20 years of service.
2. As announced earlier this week, the Governor of Louisiana issued new rules related to the COVID 19 pandemic.

58-JBE-2020 provides for the newly released Phase 1 rules. The Proclamation removes the prior 10 person gatherings limit and substitutes it with a limitation of "25% of the total occupancy as determined by the State Fire Marshal, counting both the number of employees and members of the public present in the building at one time."

59-JBE-2020 provides for governmental issues, such as meetings (Section C). It begins by providing that "all...political subdivisions shall continue to provide for attendance at essential governmental meetings via teleconference and such attendance shall be allowed during the pendency of the emergency". However, later on in Section C, it provides, "before any meeting conducted pursuant to this section, the ... political subdivision of the state shall first provide written certification that it will otherwise be unable to operate due to quorum requirements."

The way the two Proclamations are written, each public body will need to evaluate its own circumstance. There to be two ways to make the determination:

1. Determine 25% of the meeting room occupancy limit set by the Fire Marshal – If a quorum of the public body, plus essential meeting staff exceeds 25% of the occupancy limit for the meeting room, then the certification can still be issued and the public body can still conduct its meetings virtually.
2. Members of the public body that fall within the high risk category and still fall under the more stringent stay at home guidance – If a majority of the membership of the public body fall into the high risk category and thus the more stringent stay at home provisions, then the certification can still be issued and the public body can still conduct its meetings virtually.

Jefferson Davis School Board is unable to hold a regular finance meeting on May 19th and a regular School Board meeting on May 21st due to our unique circumstances and inability to meet both of the above conditions for conducting regular public meetings. The capacity limitations of the small school board room paired with the 25% state occupancy limitations will not allow the board to convene with an appropriate quorum of school board members and essential employees. Also the largest majority of the School Board members and required school personnel for these meetings are in the identified high risk categories and must adhere to the more stringent stay at home provisions. This inability to safely meet these meeting conditions requires the Jefferson Davis School Board to utilize teleconference options to conduct the meeting and allow for public input during this pandemic period.

**JEFFERSON DAVIS PARISH SCHOOL BOARD
MAY 21, 2020**

PERSONNEL CHANGES

A. Personnel appointments as determined by the Superintendent:

1. Name **Pamela Yeates**, Accounting Department Bookkeeper, effective ASAP, re: Anna Comeaux retirement/Katie Kershaw transfer.

B. Personnel changes:

APPOINTMENTS

1. Jacqueline Solomon, LHS CSR Teacher, 05/11/20, re: Rachelle Trahan transfer.

TRANSFERS

1. Rachelle Trahan, LHS CSR Teacher to LHS ELA/SS Teacher, 08/11/20, re: Evadine Ardoin retirement.
2. Jamie Knight, HHS Teacher to HHS Teacher to HHS SPED Teacher, 08/11/20, re: funding source/new position
3. Angie Bech, EMC Title I/II Supervisor to EMC Supervisor of Federal Programs/Title I Supervisor, 07/01/20, re: Margaret Guillory retirement.
4. Elizabeth Guidry, WAR SPED Teacher to LAHS Teacher, 08/11/20, re: Megan Boudreaux resignation.

MATERNITY LEAVES/ EXTENDED MEDICAL MATERNITY

1. L. Self, JWES Teacher, 08/04/20 to 09/15/20.

RESIGNATIONS

1. Megan Boudreaux, LAHS FACS Teacher, 05/22/20.

RETIREMENTS

1. Junilla D. Byrne, EES Teacher, L. Louviere, JHS Teacher, 05/23/20, with 20 years of service.
2. Anna Comeaux, Central Office Bookkeeper, 07/01/20, with 27.5 years of Service.
3. Sharon Gilbeaux, JES Librarian, 03/31/20, with 21.5 years of service.
4. Donna Moore, JHS Assistant Principal, 07/01/20, with 25 years of service.
5. Ruby Gant, WEIC Paraprofessional, 06/01/20, with 15 years of service.

CORRECTION

1. Christine Brewster, JWES SPED Teacher, retiring with 34.5 years not 31.

SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION

- A. Central Tax Collection
- B. Bidding for JES.
- C. Lighting Projects.
- D. Graduations.
- E. Summer Food Program.
- F. Google Classroom.
- G. Strong Start.

**JEFFERSON DAVIS PARISH SCHOOL BOARD
MAY 21, 2020**

There being no other business to come before the Board, it was moved by Mr. Doise, seconded by Mr. Dees 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.