

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
OCTOBER 15, 2020**

The Jefferson Davis Parish School Board met in regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, October 15, 2020, at 6:00 p.m., with the following School Board members present: President, Jody Singletary, Members, Phillip Arceneaux, Jason Bouley, Charles Bruchhaus, Donald Dees, Malon Dobson, David Doise, James Segura, Denise Perry and Paul Trahan.

Absent: Greg Bordelon, David Capdeville and Terry Leger.

**The Jefferson Davis Parish School Board welcomes public input as to all agenda items which it considers and understands the inconvenience which COVID-19 guidelines impose. In an effort to meet within the CDC recommendations and to comply with the Governor's orders (Phase III), while at the same time providing the opportunity for public comment, the Board will adhere to the following procedures at its meetings:**

1. **Capacity limitations of 30 persons (First preference to Board Members and necessary staff) will be followed in the Board Room at its normal meeting place in Jennings, LA;**
2. **Public participants wishing to become an active part of the meeting agenda must request written permission (via email to [debbie.abshire@jdpsbk12.org](mailto:debbie.abshire@jdpsbk12.org)) no later than one day prior to the meeting date. Individual speakers are granted three minutes to speak when public comment is acknowledged.**
3. **Once public participants have submitted a written request to speak, they will receive the active participant link via email.**
4. **This is a live remote-access meeting for public participation. Video and audio will be recorded throughout the entirety of this meeting and will be archived.**
5. **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.**
6. **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).**
7. **Active participants are asked to mute their microphones when not speaking. Unmuted participants (not actively speaking or asked to speak) will be muted by the moderator.**
8. **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 on this page.**
9. **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](http://www.jeffersondavis.org).**

The meeting was called to order by President Singletary.

President Singletary certified the following:

- A. President or presiding officer certifies the following:
  - A. Governor has declared a State of Emergency (Phase III)
  - B. Nature of Emergency could cause more than 30 persons present in the Boardroom to be detrimental to the health, safety and welfare of the Public in order to adhere to social distancing guidelines;
  - C. This is a live remote-access meeting for public participation. Video and audio will be recorded throughout the entirety of this meeting and will be archived.
  - D. 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](http://www.jeffersondavis.org).

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
OCTOBER 15, 2020**

The record will reflect that all requests for public participation were sent info by Mrs. Duhon.

An invocation by Curriculum Supervisor, Mr. Ben Oustalet, followed by the Pledge of Allegiance to the U.S. flag led by Mr. Bruchhaus.

Motion by Mr. Dees, seconded by Mr. Dobson and unanimously carried to approve the School Board minutes of the Regular Meeting on September 17, 2020.

Motion by Mr. Segura, 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 and to add the following items not on the original agenda:

1. **Finance Committee Items**
2. **Policy Committee Items**
3. **Personnel Changes**

**FINANCE COMMITTEE:**

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

Grant permission to WHS to accept a \$2,000.00 donation from Welsh Lil Dribblers, Inc. Funds to be used towards purchasing uniforms and other supplies for WHS basketball program. Motion seconded by Mr. Trahan and unanimously carried.

Grant permission to JHS to accept a \$1,000.00 donation from JHS Girls Basketball team. Funds to be used for purchase of new uniforms. Motion seconded by Mr. Arceneaux and unanimously carried.

Grant permission to LAE to purchase 25 portable radios from Service Communications in Lafayette, LA at a cost of \$6,250.00 (\$250.00 per device). This would provide each classroom with a radio. Other quotes received from Warner Communications in Broussard, LA (7,250.00) and Louisiana Radio Communications in Lake Charles, LA (\$5,875.00). LAE is requesting to purchase from Service Communications because the radios are lighter, smaller and are much clearer than the current radios and they will be compatible with current radios they are using. To be paid from Title IV/Strong Start. Motion seconded by Mr. Dobson and unanimously carried.

Grant permission to EES to accept a donation of a refrigerator from Stacie Fontenot. To be used in the teacher's lounge. Motion seconded by Mr. Bruchhaus and unanimously carried.

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
OCTOBER 15, 2020**

Grant permission to LAHS to accept a \$370.00 donation from Mrs. Kara Istre. Funds will be used for the football program to update the sound system at the football field. Motion seconded by Mr. Dobson and unanimously carried.

Grant permission to JHS to accept the quote of \$8,286.00 from Lafayette Music to purchase band equipment. Other quote received from Woodwind & Brasswind (\$11,609.95) and Musician Friend (\$11,609.95). Other quotes requested, but not received from Lake Charles Music and Swicegood. To be paid from Maintenance #2. Motion seconded by Mr. Doise and unanimously carried.

Grant permission to JWES to accept a donation from Judge Sharon Wilson of nine new uniform tops and bottoms. Motion seconded by Mr. Arceneaux and unanimously carried.

Grant permission to JHS to accept the quote of \$16,932.00 from Dore Controls for inspection repair proposal to repair/upgrade current Energy Management system. Dore Controls installed the current system when JHS was first built. To be paid from Maintenance #2. Motion seconded by Mr. Dees and unanimously carried.

**POLICY COMMITTEE:**

The following recommendations were made by Mr. Phillip Arceneaux, Policy Committee Chairman, that the School Board:

A. Approve the following policies brought to you by Forethought

Consulting:

1. **TELECONFERENCE/REMOTE PARTICIPATION IN SCHOOL BOARD MEETINGS (New Policy)** File: BCAD

Effective: June 12, 2020

In response to the pandemic Act 302 allowed public entities to conduct meetings through electronic means during a gubernatorial declared emergency or public health emergency affecting the public entity. The Act statutorily authorized those meetings already being held under emergency declarations, and provided additional guidance now included in new policy Teleconference/Remote Participation in School Board Meetings. The Statute also includes definitions for meeting via electronic means, teleconference, and video conference, all of which are included in the policy. School Boards must provide a mechanism for public comment electronically prior to and during the meeting, and are required to identify and acknowledge all public comments and include them in the record of the meeting. Motion seconded by Mr. Dobson and unanimously carried.

2. **PURCHASING** File: DJE

Effective: August 1, 2020

Act 265 revised addressing qualified group purchasing organizations. As included in the Purchasing policy, statutes now allow for purchase of materials, equipment or supplies through a qualified group purchasing organization if either the price is less than that for the same or substantially similar materials, equipment, or supplies on the state contract or bid list, or

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
OCTOBER 15, 2020**

if the same or substantially similar materials, equipment, or supplies are not under state contract or on the state bid list. Language was also added to qualify that nothing included in this allowed purchase should be construed to authorize the School Board to make such purchases from or through an entity or vendor other than a qualified group purchasing organization without using a procurement process otherwise provided by state law. In addition to this statutory change, the procurement chart has been removed for those systems who had not already done so, and the policy language adjusted accordingly. The fluctuations of the monetary limits make it difficult to keep the chart current in policy. Motion seconded by Mr. Dees and unanimously carried.

**3. BIDS AND QUOTATIONS File: DJED**

Effective: July 1, 2020

The contract limit for public works has been raised once again, this time from \$150,000 to \$250,000, as reflected in the Bids and Quotations policy. Motion seconded by Mr. Dobson and unanimously carried.

**4. EMPLOYMENT OF SUPERINTENDENT File: CED**

Effective: August 1, 2020

Act 292 addresses the selection of interim superintendents, and includes a list of reasons for which a School Board may place a Superintendent on administrative leave. Such reasons include: investigating cause for termination; without cause during the final three (3) months of a contract which has not been extended by the School Board; at a time as agreed by the Superintendent's contract; or, at a time as agreed by the Superintendent. Act 292 also lists conditions under which the leave is granted, including approval of a majority of the membership of the School Board; a three-month limit within a six-month period; and all compensation afforded by the existing terms of the contract. An interim Superintendent shall be given the same authority as the Superintendent. The interim Superintendent shall not be subject to the provisions applicable for the selection or employment of a Superintendent, nor shall he/she be employed for longer than six (6) months in any given twelve-month period, unless appointed during the final year term of a majority of School Board members. Motion seconded by Mr. Bruchhaus and unanimously carried.

5. **EMPLOYMENT OF RETIRED PERSONNEL** File: GBDA

Effective: August 1,2020

Act 337 now includes payment options for retirees who return to active service on or after July 1, 2020. The Act also provides for additional required notifications that the School Board must give the Teachers Retirement System of Louisiana (TSRL) within forty-five (45) days after

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
OCTOBER 15, 2020**

June 30th of each year. Motion seconded by Mr. Dees and unanimously carried.

6. **SPORTS INJURY MANAGEMENT AND CONCUSSIONS** File:

IDFAB Effective: August 1,2020

Act 259 expands provisions for sports injury management in schools. The statute now requires a comprehensive emergency action plan for each sport located on the school's campus, which shall be reviewed annually and follow the best practices of the American College of Sports Medicine and the National Athletic Trainers' Association. Any reference to athletic trainer now includes "licensed" for clarity. New language addresses guidelines for heat acclimation and wet bulb temperature. Motion seconded by Mr. Doise and unanimously carried.

7. **ATTENDANCE REPORTS FOR STUDENT DRIVERS** File: JBH

Effective: August 1,2020

Provisions of La. Rev. Stat. 32:431 changed the manner in which School Boards provide documentation of a student's attendance in order for the student to receive a learner's permit or driver's license. Previously the statute required that the principal verify such required attendance on forms provided by the Louisiana Department of Education. Act 282 revised the process, now requiring the Superintendent, principal or designee to provide a minor with documentation of meeting the attendance requirements upon his/her request. Motion seconded by Mr. Trahan and unanimously carried.

8. **STUDENT HEALTH SERVICES** File: JGC

Effective: August 1,2020

Act 206 revised the definition of dyslexia found in La. Rev. Stat. Ann. §§17:7 and 17:2112. Dyslexia is now defined as "an unexpected difficulty in reading for an individual who has the intelligence to be a much better reader, most commonly caused by a difficulty in phonological processing, which affects the ability of an individual to speak, read, and spell. Phonological processing means the appreciation of the individual sounds of spoken and written language." The definition in the Student Health Services policy has been revised to reflect the change. Motion seconded by Mr. Segura and unanimously carried.

**9. CHILD ABUSE** File: JGCE

Effective: June 11, 2020

Act 272 amends Children's Code to require teaching or child care providers to complete an online training course provided by the Department of Children and Family Services between June 1st and August 31st annually.

The School Board must maintain a record of completion of the course by

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
OCTOBER 15, 2020**

each employee required to take it, and a list of those employees who have not completed the training requirements. Motion seconded by Mr. Segura and unanimously carried.

The following committees had no reports to present:

Insurance - David Doise, Chairman

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. Segura, seconded by Mr. Bouley and unanimously carried to approve the following non-faculty coaches, upon completion of Board policy requirements:

- A. Cody Guidry, HHS Jr. High and High School boys and girls basketball.
- B. Lance Richard, LHS Jr. High and High School Basketball coach and track coach.
- C. Maddy Brasseaux, LHS Jr. High girls basketball coach.

**INFORMATION:**

**1. MUST BE READ ALOUD**

Pursuant to L.R.S. 42:11, et seq., a public meeting will be held in accordance with the Open Meetings Law including allowing a public comment period before taking a vote, R.S. 42:14(D), to levy the ad valorem millage rates for the 2020 tax year, including those taxing districts that have renewed an existing millage for an additional 10-year period. The Public Hearing will be held at 6 pm on Monday, October 19, 2020 in the Board Room of the Jefferson Davis Parish School Board located at 203 E. Plaquemine Street, Jennings, Louisiana. As required by R.S. 42:19.1, this notice giving date, time, place and subject matter of public meeting to adopt the annual millage rate(s) of this district will be published in the official journal and announced during the course of a regularly

scheduled meeting no more than 60 days nor less than 30 days prior to the School Board adoption of the ad valorem tax millages for the 2020 tax year.

2. A Special Meeting will be held on Monday, October 19, 2020 at 6:15 (or immediately following the 6:00 p.m. Public Hearing to consider levying additional or increased millage rates.

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
OCTOBER 15, 2020**

3. Reading of Announcement of Public Meeting for ad valorem tax election in School District No. 3

**MUST BE READ ALOUD**

**Announcement of Public Meeting**

Notice is hereby given that at its meeting to be held on Thursday, November 19, 2020 at 6:00 p.m. at the Parish School Board Office, 203 E. Plaquemine Street, Jennings, Louisiana, the Parish School Board of the Parish of Jefferson Davis,

State of Louisiana, plans to consider adopting a resolution ordering and calling an election to be held in School District No. 3 (Hathaway) of the Parish of Jefferson Davis, State of Louisiana to authorize the levy of a special tax.

4. Condolences are extended to the families of:
  - A. Linda S. Miller, Fenton Cafeteria Tech, who retired in 2010, with 31 years of service.

**PERSONNEL CHANGES**

**A. Personnel changes:**

**APPOINTMENTS**

1. Waylon Gotte, Jennings Bus Driver, effective 09/24/20, re: new position.
2. Ashley Hebert, EES Pre K Para, effective 10/01/20, re: Nikki Miller transfer.
3. Cherina Viator, Welsh Schools Cafeteria Tech, effective 10/1/20, re: Sheila Benoit transfer.
4. Daisher Hurt, Welsh Schools Cafeteria Tech, effective 10/1/20, re: Angela Reeves resignation.
5. Delesse Lewis, Welsh Schools Cafeteria Tech, effective 10/1/20, re: Shirann Anderson resignation.

**TRANSFERS**

1. Nikki Miller, EES Para to JHS Part-time clerical, effective 09/30/20, re: D. Warfield.

**EXTENDED MEDICAL**

1. A. Hymel, Central Office Tax Collector, 08/10/20 to 10/02/20.
2. J. Agent, LAHS Teacher, 08/19/20 to 10/27/20.

**MATERNITY**

1. S. Broussard, JWES Teacher, 02/17/21 to 04/21/21.
2. A. Prejean, JWES Clerical Aide, 09/22/20 11/17/20.

**RESIGNATIONS**

1. Shirann Anderson, Welsh Schools Cafeteria Tech, effective 07/31/20.

**CORRECTION**

1. Lindsay Bazinet, EES - should be Special Ed Para not Teacher.

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
OCTOBER 15, 2020**

**SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION**

1. Due to the numerous weather, pandemic, and school closure challenges all our students have endured during the first nine weeks of the 2020-21 school year, we have decided it is not in our student's best interest to produce a report card grade or report card for the first nine week reporting period. We will however extend the overall grading period to a full 18 week grading period by combining the 1<sup>st</sup> and 2<sup>nd</sup> nine weeks grading periods into one semester grade. Students will be allowed to drop their lowest two grades at the end of the semester and the remaining grades will be averaged to a semester grade. We feel this is the fairest way to proceed with assigning grades, and equally provide students opportunities to earn a permanent grade that is reflective of their true achievement and not their unfortunate circumstances.
2. Return of 6 to 8th grade students to five days a week.
3. Hurricane damages update.

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

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/s/ Jody Singletary, 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.