



JEFFERSON DAVIS PARISH SCHOOL BOARD
203 E. PLAQUEMINE STREET
JENNINGS, LOUISIANA
(337) 824-1834
FINANCE/SALARY COMMITTEE AGENDA

MEETING TIME: Tuesday, June 15, 2021 at 5:00 p.m.

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) 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 recorded. The live-stream link will be available after the meeting on the district website at www.jeffersondavis.org.

COMMITTEE MEMBERS: Chairman, James Segura. Phillip Arceneaux, Jason Bouley, Charles Bruchhaus, Malon Dobson, David Doise and Denise Perry.

Roll Call for Finance Committee Members for determination of a quorum:

Segura	Arceneaux	Bouley	Bruchhaus	Dobson	Doise	Perry
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Roll Call for Other Members present:

Bordelon	Capdeville	Dees	Leger	Singletary	Trahan
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I. CALL TO ORDER

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.**

II. VOTE TO CHANGE THE ORDER OF TOPICS TO BE ADDRESSED AND TO ADD NEW ITEMS NOT ON THE ORIGINAL AGENDA.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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III. Presentation

1. Jake Duhon with The Therapy Center to address the Board to discuss an increase in The Therapy Center Sports Medicine Contract for the 2021-22 school. Cost of services to be paid by each schools Athletic Department for their proportionate share of these expenses.

IV. AGENDA ITEMS FOR CONSIDERATION

1. Grant permission to renew the annual contract of Forethought Consulting, Inc., for Policy Updating Service, (Computer Assisted Policy Service - CAPS) at a cost of \$5,400.00, to be paid from the School Board General Fund. (Increase of \$400.00 from last year).

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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2. Grant permission to FES to accept a \$500.00 donation from Dr. Joe Stark. Funds to be used towards supply kits for students.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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3. Grant permission to renew the Frontline Education absence management system contract at a cost of \$31,796.08. To be paid from General Fund.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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4. Grant permission to WHS to accept the following donations:
 1. Band program for purchase of supplies:
 - A. Timmy Duplechain \$50.00
 - B. Anonymous donation \$50.00
 2. Welsh Cheer Program towards purchase of camp clothes, shoes, warmups and camp cost fees:
 - A. Welsh Varsity Cheer Parents Group \$8,555.00.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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5. Grant permission to EHS to accept the following donations:
 1. New Orleans Saints \$1,000.00. To defray expenses for the football program.

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6. Grant permission to the Maintenance Department to purchase on state contract (#4400020723) from Economical Paper & Janitorial Supplies 384 cases (\$25.31 per case) of large 38" x 58" 2 MIL trash can liners and 400 cases (\$12.12 per case) of small 24" x 32" trash can liners for a total cost of \$14,567.04. Other quotes received from Veritiv Corporation (\$20,618.24). To be paid from General fund.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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7. Grant permission to LHS to accept the quote from David Duplichan, d/b/a Affordable Hardwood Custom Millworks, Cabinets, Renovations in the amount of \$11,415.00 to re-roof the Home Economics Cottage (Due to hurricane damage). Other quotes received from Morcore Roofing (\$11,600.00) and Ace Roofing, Inc. (\$14,200.00). To be paid from Natural Disaster Fund.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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8. Grant permission to EHS to accept the quote from RDR Electrical Services, LLC, in the amount of \$20,100.00 for new underground service and feeders for Football field. Other quotes received from Marceaux’s Electric, Inc. (\$17,000.00) and TriFox Electrical Contractors (\$21,835.00). To be paid from Maintenance #22.

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9. Seek permission to approve Bernhard to Scope the pipes, and culverts under the parking lot at Jennings High to determine if the failure of the existing yard drainage extends to the subsurface of the parking lot for a cost of \$12,425. Due to the size and length of the pipes, very specialized equipment and skill is necessary to complete this job. Roto Rooter of Jennings and Angie's of Lake Charles were unable to complete the job due to the totality of work and lack of appropriate equipment. To be paid from Ward 2 Maintenance.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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10. Grant permission to FES to purchase a 54” Fastrak Kawasaki mower at a cost of \$5,749.17 from Thib’s Outdoor Equipment & Trailers, LLC. Other quotes received from Kenjabruch (\$7,079.30) and Hornsby Lawn & Equipment (\$8,084.23). To be paid from District #5 Maintenance Contingency 20-21 budget.

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12. Grant permission to Arlene Heinen, Textbook Supervisor, to purchase textbooks, workbooks, and materials at a cost of \$300,000 for the 2021-2022 school year. To be paid from General Fund.

This price includes renewal of our contract to continue purchasing Tier I Math curricula for high school (Springboard) and for grades K-8 (Eureka). The materials purchased include consumable and digital access costing approximately \$112,000. In addition, renewal of the Tier I curriculum for ELA K-2 (Amplify CKLA) will include consumable workbooks at a cost of approximately \$50,000. Texts and materials to sustain the ELA 3-12 program will cost approximately \$40,000.

PhD Science and *in Sync* are the Tier I Science curriculum and digital piece for grades 3-5 and will cost \$27,000. A new World Geography digital text will be purchased along with professional development at a cost of \$9,200.

The remainder of the budget will include the renewal of a web-based keyboarding program for grades 3-12 (Edotyping), Dual Enrollment textbooks and digital online access for students, as well as costs for any Science grades 6-12, Career and Technical Education, and replacement texts for any other content areas. Additional funds will be used for any new instructional texts or added course texts for all other curriculum areas.

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13. Grant permission to Laurie Duhon, Technology Supervisor, to approve the 2021-22 Technology Department budget.

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14. Approve the following bids for Duplicator & Janitorial Paper Products from the 21-22 school year from sealed bids opened at 10 am, Friday, June 4, 2021, as recommended by the Director of Finance:

Copier/Duplicator Paper: Economical Janitorial & Paper Supplies, \$26.25 per case. No other bids received.

2-Ply Bathroom Tissue: Economical Janitorial & Paper Supplies, \$27.36 per case. Other bids received - K & J Janitorial Supplies, LLC - \$32.89 per case.

Non-Perforated Roll Towels: Economical Janitorial & Paper Supplies, \$14.04 per case. Other bids received - K & J Janitorial Supplies, LLC - \$16.02 per case.

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15. Grant permission to the Child Nutrition program to accept the bids for Small Equipment for 2021-2022.

Lafayette Restaurant Supply:

- Bus Box Rolled Edges w/ Handles - \$4.62
- Sheet Pan/Bun Pan, Aluminum 18x26x1 - \$6.44
- Chopping Board - \$12.40
- Cobbler Pan - \$41.11
- Cup Sets ¼ cup - 1 cup - \$2.52
- Food Storage Container 18x29x9 - 12.5 Gallon - \$33.09
- Food Storage Container 18x26x6 8.5 Gallon - \$25.15
- Full Size Pan Rack, 1.5 Spacing - \$105.72
- Lid - Food Storage Container, 18x26x9, 12.5 Gallon - \$13.53
- Lid - Food Storage Container, 18x26x31, 5 Gallon - \$13.53
- Lid - Food Storage Container, 18x26x6, 8.5 Gallon - \$13.53
- Measuring Cup 4 Qt Dry - \$10.25
- Mop Bucket with Wringer - \$41.99
- Paring Knife Mini Super Parer - \$1.12
- Portion Scale/Digital - Pounds \$29.31
- Potato Masher Stainless Steel, Wooden Handle - \$3.12
- Sheet Pan/Bun Pan, Aluminum, 18x26x1 - \$6.44
- Spoodle 2oz Perforated - \$1.00

Spoodle, 2oz Solid - \$1.00
Spoodle, 4oz Solid - \$1.26
Spoon Sets ¼ tsp - 1 tsp - \$0.57
Squeegee, Neoprene, 22" - 10.31
Thermometer Oven Hang or Stand - \$2.22
Thermometer Refrigerator/Freezer Hand or Stand Rustproof - \$2.15
Wet Floor Sign Folds 1" Flat, Two Sided - \$5.15
Whisk/French Whip - SS 18" - \$3.44

Economical:

Can Opener, Manual - \$71.79
Cook Fork 12 ¾ - \$1.55
Cooking Spoon 15" - \$0.88
Lid Pans Steam Table, Solid Med Wt, 12x20x4, Gauge 20 - \$9.96
Dish Towels, Microfiber, 16x16 - \$6.50
Disher Scoop Squeeze Type #16 - \$6.33
Disher Scoop Squeeze Type #30 - \$ 6.93
Disher Scoop Squeeze Type #8 - \$6.33
Drain Stopper, Movable Post, 3.5" Drain Post/Basket - \$0.94
Dust Pan, Plastic Lobby - \$5.65
Food Storage Container 12x18x6 - 3 Gallon - \$13.50
Food Storage Container 18x26x31 - 5 Gallon - \$19.87
Heavy Vinyl Dishmachine Apron 39x44 - \$6.88
Ice Machine Scoop - \$28.58
Ingredient Storage Bin w/ Lid - \$170.09
Knife Gloves - LG - \$7.08
Knife Gloves - MD - \$6.66
Knife Gloves - SM - \$6.14
Knife Gloves - XL - \$7.44
Knife Sharpener - 12" Blade Chef's Steel, Wood Handle - \$17.81
Ladle 1-1.5oz Solid - \$0.92
Ladle 2 oz Solid - \$0.96
Ladle 4Foz Solid - \$1.40
Ladle 8oz Solid - \$1.94
Lid - Food Storage Container, 12x18x6, 3 Gallon - \$7.41
Lid - Pans Steam Table, Solid Med Wt, 12x20x4, Gauge 20 - \$ 9.96
Lid - SS Steam Table 4" Deep Hotel Pan - \$9.96
Lid - Half size Standard - \$5.11
Long Handle Brushes, Nylon Bristles (Gong) - \$3.99
Measuring Cup 2 Cup Dry - \$2.53
Measuring Cup 4 Qt, Grad Meas, Lippe, Clear - \$8.03
Mesh Chicken Scoop 11x12x4,15" Handle - \$6.67
Oven Mitts - \$2.31
Pans Steam Table, Solid Med Wt, 12x20x4, Gauge 20 - \$17.03
Pans Steam Table, Solid Med Wt, 12x20x6, Gauge 20 - \$22.79
Pans Steam Table, Solid Med Wt, 12x20x2, Gauge 20 - \$13.11
Plastic Paddle Scraper, Handle 40" - \$28.29
Plate Tray Dishwasher Rack, 19-¾"x19 ¾" - \$17.12
Portion Scale - 32oz - \$35.16
Portion Scale /Lbs - \$35.16
Portion Scoop, Dishes Squeeze Type, #6 - \$5.72
Pot Holder, Brown Terry Cloth, 8x8 Machine Washable - \$25.12/dozen
Scraper Plastic 16" - \$1.40
Sectionizer w/ Wedge Blade Cup and Plunger - \$315.42
Sifter, Lg - Flour - \$8.83
Spaghetti Strainer, Long Handle 9". 3.5 Deep - \$7.28
Spoon, Solid 21" - \$1.72
Pans Steam Table, Solid Med Wt, 12x20x2, Gauge 20 - \$22.79
Pans Steam Table, Solid Med Wt, 12x20x6, Gauge 20 - \$15.17

Steel Brushes w/ Scraper - \$14.38/dz
 Strainer Spaghetti, Long Handle - \$19.55
 Thermometer Meat, 2" Dial 4.5 Steam 120F - 210F - \$2.61
 Thermometers Pocket Dial - \$3.96
 Timer, Clock 60 minutes - \$8.32
 Tongs, Kitchen Scalloped Edge Spring 9.5" - \$1.18
 Trash Can Dolly, 44/55 Gallon Can - \$18.80
 Trash Can, Lg - 55 Gallon - \$30.21

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16. Accept the best catalog bid for the 21-22 JDPSB Parishwide Computer Printing Supplies bid, from bids opened on Wednesday, June 9, 2021 @ 10:00 a.m.

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17. Grant permission to renew the annual contract of PSST, Inc., for Payroll and Time Service crossover from Frontline to Munis, at a cost of \$7,442.00, to be paid from the School Board General Fund. (Increase of \$146.06 from last year).

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18. Accept the proposal from Mike Gillespie, CPA, APAC for the Financial Audit Services contract for the external audits and all related services for the four-year period beginning with the 21-22 audit and ending with the 23-24 audit as requested by the Director of Finance. The proposal cost are as follows:

	<u>Audit Engagement</u>	<u>Statewide Agreed Upon Procedures</u>
FYE 6/30/21	\$48,500	N/A
FYE 6/30/22	\$49,975	\$5,150
FYE 6/30/23	\$51,450	\$5,300
FYE 6/30/24	\$53,500	\$5,700

No other offer was received. Requests were made of the three CPA's approved by the LLA within the parish to perform Governmental Audits. Sealed quotes to the Audit Services contract were received on Wednesday, June 9, 2021 @ 11:00 a.m. The amount for the 20-21 year was \$43,305.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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19. Grant permission to LHS to accept a donation from Lacassine Little Dribblers of a new scoreboard for the old gym. The scoreboard is 8 x 5 and comes with a wireless controller and a wireless receiver. Value of the donation is \$3,685.49.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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20. Grant permission to JHS Softball to accept a \$800.00 donation from the Softball Booster Club. Funds to help defray program costs.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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21. Grant permission to LAHS to accept the following donations from the Lake Arthur Varsity Club:

A. Softball

\$1,459.57 to cover the cost of base covers for the softball field

\$3,325.00 to purchase equipment

B. Baseball

\$3,325.00 to purchase equipment

\$1,180.00 to purchase equipment

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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IV. ADJOURN

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IN COMPLIANCE WITH STATE LAW, A COPY OF THIS AGENDA WAS POSTED IN A CONSPICUOUS PLACE AT THE MEETING PLACE OF SAID BOARD ON FRIDAY, JUNE 11, 2021 BY 3:00 P.M.

IN ACCORDANCE WITH THE AMERICAN WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE, PLEASE CONTACT DEBBIE AT 337-824-1834 DESCRIBING THE ASSISTANCE THAT IS NECESSARY.