



**JEFFERSON DAVIS PARISH SCHOOL BOARD AGENDA  
 203 E. PLAQUEMINE STREET  
 JENNINGS, LOUISIANA  
 (337) 824-1834  
 AGENDA MEETING  
 THURSDAY, JULY 21, 2022 at 6:00 p.m.  
 LIVE REMOTE ACCESS**

<p><b>FILE: BCB - SCHOOL BOARD MEETING RULES OF PROCEDURE</b>  <b>An individual speaker who appears at a School Board meeting to speak on an agenda item must register prior to the meeting, and will be allotted three (3) minutes to speak on the agenda item prior to School Board discussion on the agenda item.</b></p>
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**I. CALL TO ORDER**

**II. INVOCATION and PLEDGE OF ALLEGIANCE**

**III. ROLL CALL FOR DETERMINATION OF A QUORUM.**

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**IV. APPROVAL OF THE SCHOOL BOARD MINUTES OF THE REGULAR MEETING ON JUNE 16, 2022.**

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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**V. 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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**VI. REQUEST TO SPEAK BEFORE THE BOARD:**

- Summer Dupre LeJeune** - regarding President Bidens recent effort to withhold funding for student meals unless schools allow transgender students to choose the restroom of the gender they identify with.
- Dr. Scott Blanchard with Christ Bridge Academy** to discuss leasing of JDPSB property.

**VII. BOARD COMMITTEE REPORTS:**

**A. FINANCE COMMITTEE - REQUEST FROM THE FINANCE COMMITTEE CHAIRMAN, PAUL TRAHAN, THAT THE SCHOOL BOARD:**

- Jennings Quarterback Club - \$5,000.00 to football team. To be used for expenses incurred.
- Jennings Rotary Club - \$250.00 to Middle School faculty. To be used for 7th and 8th grade classroom teacher supplies.

3. Jennings Varsity Cheer Boosters - \$7,800.00 to Varsity Cheer team. To be used for summer cheer camp fees.

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2. Grant permission to LAES to accept the following donations:
  1. Joey Thibodeaux through Hilcorp Energy - \$1,000.00. To be used for a large capacity paper shredder and other office items.

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3. Grant permission to WES to add additional security cameras and to accept the quote from Sylvan Systems of \$20,718.00. Other quote received from CTI Security Solutions (\$24,092.18). Another quote solicited from Louisiana Special Systems, but not submitted. To be paid from CSD Contingency #1.

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4. Declare an emergency at LAES to repair the canopy located in the front of the school and accept the best quote of \$11,980.00 from Dale Leger. Other quotes received from David Duplechain \$21,387.50 and Glenn Vanicor \$18,500.00. To be paid from District 1 Maintenance 2022-23 budget.

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5. Grant permission to LHS to accept the following donation:
  1. Kevin Saltzman with Hilcorp Energy - \$5,000.00 - to the LHS FFA program to be used for expenses.

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6. Grant permission to accept the quote of \$23,450.00 from Roussell Painting, LLC to paint the outside surface of LHS mini gym. Quote includes minor repairs to the metal structure as well as two coats of paint. Four other quotes were sought from two other vendors, but they did not show up to measure and give a quote. To be paid from Lacassine contingency district #8.

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7. Approve the recommendation of the Superintendent to incorporate the 2022 State teacher and support personnel pay raise into the JDPSB salary schedules as follows:
  - a. Certificated personnel are to receive a gross yearly supplement of \$1,500 for a 9 month full-time position, subject to any

applicable index or number of months worked according to adopted School Board procedures. Part-time personnel will receive one-half of the full-time increase.

- b. Support personnel are to receive a gross yearly supplement of \$750 per for a 9 month full-time position, subject to any applicable index based or number of months worked according to adopted School Board procedures. Part-time personnel will receive one-half of the full-time distribution.

The base pay raise will essentially be funded by a dedicated increase in Level 3 MFP funding received from the state and any additional amounts that are indexed or for the number of months worked will be covered by local funds.

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- 8. Accept Salary Formula effective July 1, 2022 with noted ranges for Compass rating system that would be effective for 22-23 evaluations to be included in the 23-24 base salary. Due to the adopted \$1,500 state salary increase issued for the 2022-2023 fiscal year, the three Compass rating ranges are updated to reflect the increase.

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- 9. The Child Nutrition Program, Welsh High School, and Fenton Elementary would like permission to purchase cafeteria tables from Teacher’s Pet utilizing the TIPS contract #210305 for a total of \$63,219.62 to include shipping and installation. Cost will be divided as follows: Welsh: (23 tables) \$19,917.05; Fenton (15 tables) \$11,692.77; Child Nutrition fund \$31,609.80.

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- 10. The Child Nutrition Program hereby requests permission to piggy-back on a Request for Proposal (RFP) for dish ware services that was originally procured through the Calcasieu Parish School Board, Child Nutrition Program. The successful vendor is Auto-Chlor which has been a responsible vendor for Jefferson Davis Parish schools for many years. This RFP was procured in an effort to contain dish machine chemical and rental cost for multiple school districts in Louisiana. Approximate cost based on last year is \$24,794.00. To be paid from Child Nutrition Program.

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- 11. Approve the following increases in Substitute Pay:  
Adjust the rate of Teacher Substitute Pay as follows:  
Substitute pay, teachers:

From \$60 per day, high school diploma to \$65  
 From \$70 per day, 4-year college degree to \$75  
 From \$80 per day, certificated teacher to \$85

Adjust the rate of Substitute Bus Drivers as follows to be in compliance with law: From \$61.24 to To \$64.00

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**B. INSURANCE COMMITTEE - REQUEST FROM THE INSURANCE COMMITTEE CHAIRMAN, MALON DOBSON, THAT THE SCHOOL BOARD:**

- Insurance - Malon Dobson, Chairman 1. Accept the quote provided by Risk Services of Louisiana for Student & Athletic Insurance from Great American Insurance Co. for the 2022-2023 school year beginning August 1, 2022 and ending August 1, 2023 for the renewal price of \$3,118.23 as recommended by the Director of Finance. The premium cost is the same as last year.

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C. Building & Grounds Committee- David Doise, Chairman

**D. POLICY COMMITTEE - REQUEST FROM THE POLICY COMMITTEE CHAIRMAN, JODY SINGLETARY, THAT THE SCHOOL BOARD:**

- The following policy changes are recommended by Jefferson Davis Parish School Board.

**1. GENERAL LEAVE OF ABSENCE: File GBRIA**

Effective: upon approval

Should a person take more than two (2) days for personal business, the extra day or days, are considered as leave of absence without pay. A full day's pay shall be docked from the employee's salary. In cases of personal business, it makes no difference whether a substitute teacher is hired or not. The employee will be docked a full day's pay because this is a leave of absence without pay.

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- The following policy changes are recommended by Forethought Consulting.

**BIDS AND QUOTATIONS: File DJED**

Effective: August 1, 2022

Increases the limits for purchases of materials and supplies by public entities, according to ACT 204 that will go into law on August 1, 2022.

All purchases of materials or supplies exceeding the sum of \$60,000 to be paid out of public funds shall be advertised and let by contract to the lowest responsible bidder who has bid according to the specifications as advertised. In addition, purchases of materials or supplies of at least \$30,000, but not

more than \$60,000, shall be made by obtaining not less than three (3) documented quotations.

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- E. Transportation Committee - Greg Bordelon, Chairman
- F. 16th Section-Charles Bruchhaus, Chairman

**G. WARD II COMMITTEE - REQUEST FROM THE WARD II COMMITTEE CHAIRMAN, PHILLIP ARCENEUX, THAT THE SCHOOL BOARD:**

- 1. Authorize a purchase for the new Jennings Elementary School of A maximum of 54 shelving units for classrooms at a total not to exceed \$37,508.40 through State contract, from Virco, to be paid out of Ward II Construction.

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- 2. Grant permission to accept Change Order No. 5 on the Jennings Elementary Construction Project.

Change Order #5 reflects the following changes:

**\* 24 additional days, due to flooring manufacturing delays**

Bid Changes as follows:

The Original Contract Sum was  
\$22,085,000.00

The net change by previously orders \$ 1,873,941.00

The Contract Sum prior to this  
Change Order \$23,958,941.00

The Contract Sum will be  
increased by \$ .00

**The new Contract Sum including  
this Change Order will be \$23,958,941.00**

**The Contract Time will be increased  
by twenty four (24) days**

**The new date of Substantial Completion will be August 11, 2022**

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- 3. Grant permission to accept Change Order No. 2 on the Jennings High School Canopy Field Lighting and Drainage Project.

Change Order #2 for \$14,994.23 reflects the following changes:

Item Cor #10 \$14,994.23

- Catch Basin Interference

Bid Changes as follows:

The Original Contract Sum was \$1,438,000.00

The net change by previously orders \$ 22,820.06

The Contract Sum prior to this Change Order \$1,460,820.06  
 The Contract Sum will be increased by \$ 14,994.23

**The new Contract Sum including this Change Order will be \$1,475,814.29**

The Contract Time will be increased by sixty-eight days (68) days  
 The new date of Substantial Completion will be **August 11,2022**  
 To be paid from District 2 Construction

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- H. Legislative Liaison - Donald Dees, Chairman
- I. Long Range Planning - Donald Dees, Chairman
- J. Food Service Committee - Terry Leger, Chairman

**VIII. SALES TAX REPORT - by Amber Hymel, Tax Collector.**

**IX. NEW BUSINESS:**

- 1. Grant permission to Superintendent Hall to enter into a Cooperative Endeavor Agreement with Sowela for Dual enrollment.

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- 2. Surplus the following items and send to the next available public auction:
  - 1. LAES - A/C Unit bearing serial number 60446XG2F, Model Number 2A6B3036A1000AA, Jefferson Davis Tag Number 07924.

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- 3. Approve the following non-faculty coaches for 2022-2023 upon completion of LHSAA coaching course certification and Board policy requirements.
  - 1. Kevin Bruchhaus- HHS - baseball

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- 4. Adopt the Millage Rates for 2022.

2022 MILLAGE

Jefferson Davis Parish

Allen Parish

Jefferson Davis Parish School Board

Constitutional Tax 6.48  
 Special School Tax 10.77

School District # 1

Maintenance 11.29  
 Maintenance – Special 7.71  
 Refunding Bonds, Series 2014 3.23

School District # 2

Maintenance	11.85	
Refunding Bonds, Series 2011	6.50	
Bonds, Series 2019	6.50	

School District # 3

Maintenance	14.98	
Maintenance– Special	3.53	

School District # 5

Maintenance	4.15	
Bonds, Series 2002	3.10	

School District # 8

Maintenance	8.88	
Bonds, Series 2016	7.19	

School District # 22

Maintenance	12.04	12.04
Bonds, Series 2020	22.61	22.61

Consolidated School District # 1

Maintenance	11.66	
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5. Approve the following areas of critical shortage for the 2022-2023 school session: Special Education, Speech Therapist/Pathologist, 6-12 Math, 6-12 Science, 6-12 English, 6-12 Social Studies, 6-12 Business Education, 6- 12 Spanish, 6-12 French, FACS, Pre-K-5 All subjects, Bus Driver, Counselor and Administration. These critical shortage areas will be referenced for purposes of tuition reimbursement, compass salary schedule and for retire-rehire recommendations.

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6. Grant permission to Superintendent Hall to enter into a Memorandum of Understanding with McNeese State University for resident/mentor teachers.

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7. Grant permission to amend the 2022-23 School calendar so that all locations will be closed on Tuesday, November 8, 2022, for election day. This was requested by the Louisiana Department of Education.

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8. Adopt the following job description for a 10 month Behavior/Attendance Interventionist:

**Job Description**

**TITLE:** Behavior/Attendance Interventionist- 10 month

- QUALIFICATIONS:** \*
- \* A valid Louisiana teaching certificate, successful educational experience in working with students who have behavior/emotional/attendance concerns.
  - \* Master's degree in the Field of Education.
- Job Goal:** \*
- \* To act as a liaison between the school and parents while addressing attendance, academic, and Social Emotional issues with students in an effort to improve all aspects of student performance in the Regular and Special Education settings.
- Reports To:** Supervisor of Special Education and Child Welfare and Attendance.

**PERFORMANCE RESPONSIBILITIES:**

1. Assist staff throughout the parish in defining and measuring behavior; understanding principles of reinforcement; teaching new behavior; implementing strategies for weakening behavior; and identifying antecedents.
2. Assist schools in developing behavior plans for both regular and special education students.
3. Promote, encourage, and motivate individual students to comply with school rules.
4. Attend and/or facilitate student conferences as required by Supervisor.
5. Exhibit loyalty and maintain a positive attitude in the promotion of the school/system's goals.
6. Adhere to confidentiality and all applicable Jefferson Davis Parish School Board and Special Education Policies as well as applicable local, state, and federal laws while in and out of the school setting.
7. Performs other duties and assumes responsibilities as requested by the Supervisor or designee.
8. Confers with teachers, parents, and others when needed.
9. Follows appropriate chain of command when communicating concerns.
10. Assist CWA supervisor with attendance interventions needed to help with student re-engagement.
11. Communicates with parents, students, staff, etc. in person, by telephone or letter for the purpose of providing information on a variety of attendance issues and meeting district and state absence notification requirements.
12. Collaborates with other offices in Student Support Services focusing on MTSS Tier 1,2,3 interventions.
13. Uses data to monitor and problem solve attendance concerns, as well as review current trends to help reduce truancy.
14. Successfully complete effective Functional Behavior Assessments (FBA), function –based interventions, and Behavior Intervention Plans (BIP).
15. Must possess the ability to establish and maintain effective working relationships with students, parents, staff, and outside agencies.

**TERMS OF EMPLOYMENT:**

Ten Months. Salary in accordance with the length of service, degree of education, and pay scale for teachers established by the Jefferson Davis Parish School Board.



**EVALUATION:**

Annually in accordance with Boards policy of Evaluation of Professional Personnel.

**Behavior/Attendance Interventionist**

Approved by: \_\_\_\_\_ Date \_\_\_\_\_

Reviewed and Agreed to by: \_\_\_\_\_ Date \_\_\_\_\_

Approved by: \_\_\_\_\_ Date \_\_\_\_\_

Reviewed and Agreed to by: \_\_\_\_\_ Date \_\_\_\_\_

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**X. INFORMATION**

1. Condolences are extended to the families of:
  - A. Cleveland Beard, Teacher, Coach, Athletic Director, Assistant Principal, Principal, Supervisor, Superintendent, who retired in 1999, with 33 years of service.
  - B. Marlene Doyle, EHS SPED Teacher who retired in 2010 with 13 years of service.
2. Public Notice - The Jefferson Davis Parish School Board 2022-2023 Pupil Progression Plan Committee will meet at the Jefferson Davis Parish School Board Office on Monday, August 8, 2022 at 1:30 p.m.  
 The Jefferson Davis Parish School Board will be considering the 2022-2023 Pupil Progression Plan in addition to the monthly agenda at its monthly meeting on Thursday, August 18<sup>th</sup>, 2022.

**XI. PERSONNEL CHANGES**

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

1. Name **JOSEPH BUTLER**, JHS Bus Driver, effective ASAP, re: Mistie Landry transfer.
2. Name **CONNIE CROCHET**, WHS Bus Driver, effective ASAP, re: Jackie Pitre retirement.

**B. Personnel changes:**

**APPOINTMENTS**

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

1. Hayley Augustine, LHS SPED Teacher, re: Bob Kingery retirement.
2. Annie Simon, LHS SPED Teacher, re: Pat England resignation.

3. Hayley Smith, LHS Teacher, re: Bevyn Taylor transfer.
4. Connie Crochet, Welsh Schools Bus Driver, re: Jackie Pitre Retirement. (08/12/22)
5. Samantha Schultz, WHS Teacher, re: Denver Brown resignation.
6. Regina Tramel, JHS SPED Para, re: Lisa Charles retirement. (08/11/12)
7. Brittany Regan, EES Teacher, re: FrancineFontenot, Instructional Coach transfer.
8. Morgan Woods, LAES PE Teacher, re: Haley Cooley Resignation.
9. Daucey Strong, WES p/t Interventionist Title I, re: Maghan Conner Transfer.
10. Anastasia Hornsby, LHS Custodian, re: Roy Broussard Retirement (07/01/22).
11. Kiara Johnson, JHS Teacher, re: Aaron Trahan transfer.
12. Michael Robinson, WHS Teacher/Coach, re: Robert Gaspard resignation.
13. Thelma Breaux, LAE Custodian, re: Phillip Richard retirement.
14. Caroline Martel, JES Teacher, re: Samantha Carrier transfer.
15. April Moore, HHS Teacher, re: critical shortage.
16. Joseph Butler, JHS Bus Driver, re: Misty Landry transfer.

### **TRANSFERS**

**(effective 08/12/22 unless stated otherwise)**

1. Hannah Prejean, WEIC Teacher to JES Teacher, re: Bethany Janise transfer.
2. Bevyn Taylor, LHS HS Teacher to LHS Grade School teacher, re: Hannah Miller transfer.
3. Hannah Miller, LHS Grade School Teacher to LHS High School teacher, re: Michael Marcantel transfer.
4. Michael Marcantel, LHS Grade Instructional Area to LHS to Social Studies, re: Savannah Carter resignation.
5. Bethany Janise, JWES SPED Teacher to PAS Ed Diagnostician, re: Cheryl Fawcett.
6. Maggie Baxter, HHS Teacher to Instructional Coach, re: new ESSER Position.
7. Francine Fontenot, EES Teacher to EES ESSER Instructional Coach, re: Margaux Oustalet promotion.
8. Lauren Bertrand, HHS Kindergarten CSR Teacher to HHS 1st grade CSR teacher.
10. Debra Marceaux, JES Teacher to JES Administrative Assistant, re: new position. 07/28/22
11. Troy Miller, Tech Center Level 2 Computer Tech to Tech Center Level 3 Computer Tech, re: attained Core 2 certification. 07/05/22

### **LEAVES**

1. M. Primeaux, LAHS Teacher, 03/06/22 to 05/26/22.

2. D. Miller, JWES Teacher, 03/23/22 to 03/25/22.
3. T. Linscomb, LAE Teacher, 05/4/22 to 05/13/22.

**MEDICAL SABBATICAL**

1. C. Fontenot, Federal Programs Coordinator, 08/15/22 to December 31, 2022.

**MATERNITY LEAVE**

1. L. Gautreaux, LAE Teacher, 07/11/22 to 09/05/22.

**RESIGNATION**

1. Bevyn Taylor, LHS Teacher, 06/30/22.
2. Kevin Trahan, LAHS Custodian, 07/05/22.
3. Thelma Breaux, LAE Custodian, 07/11/22.
4. Brooke David, JHS Teacher, 08/01/22.
5. Melanie Comeaux, LHS Teacher, 08/01/22.
6. Lisa Carriere Bourg, Instructional Coach, 07/30/22.

**RETIREMENTS**

1. Edward Young, JHS Custodian, 06/01/22, with 12.4 years of service.
2. Brenda Simon, LAHS Cafeteria Tech, 07/01/22, with 15 years of service.

**XII. SUPERINTENDENT’S COMMENTS NOT REQUIRING BOARD ACTION**

**XIII. EXECUTIVE SESSION**

A. Motion to enter into Executive session.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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B. Motion to resume in regular session.

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**XIV. 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 WEDNESDAY, JULY 20, 2022 BY 6:00 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.