



JEFFERSON DAVIS PARISH SCHOOL BOARD AGENDA
203 E. PLAQUEMINE STREET
JENNINGS, LOUISIANA
(337) 824-1834
AGENDA MEETING
THURSDAY, JANUARY 19, 2023 at 5:00 p.m.

I. CALL TO ORDER

II. INVOCATION and PLEDGE OF ALLEGIANCE

III. ROLL CALL FOR DETERMINATION OF A QUORUM.

ARC	BORD	BRUC	DOB	DOISE	FREY	JONES	P. LEJEUNE	S. LEJEUNE	PATT	PETRY	TRAH	WALK
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IV. APPROVAL OF THE SCHOOL BOARD MINUTES OF THE REGULAR MEETING ON DECEMBER 15, 2022

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. RECOGNITION OR PRESENTATIONS

VII. BOARD COMMITTEE REPORTS:

A. FINANCE COMMITTEE - REQUEST FROM THE FINANCE COMMITTEE CHAIRMAN, PHILLIP ARCENEUX, THAT THE SCHOOL BOARD:

1. Consideration of a motion to grant Louisiana Spirits (Bayou Rum) in Lacassine the 2021 ITEP exemption.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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2. Accept the recommendation by the Director of Finance and Superintendent to accept the report Mike Gillespie, CPA, External Auditor of the School Board.

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3. Grant permission to accept the quote of \$79,150.00 from Roussell Painting, LLC for painting at Ward Elementary (future site of WEIC). Other quotes received from Legacy Painting \$79,794.00, Skeeter Contractors

\$99,500.00 and Dupuis Construction \$86,000.00. To be paid from the General Fund.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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4. Grant permission to WHS to accept the following donations:

Library Club - to be used for yearly club activities:

1. JoLynn Pousson \$5.00
2. Alice Arceneaux \$20.00
3. Kathy Robicheaux \$20.00
4. Charles Davidson \$20.00
5. Lula Shuff \$20.00
6. Amy Treme \$30.00
7. Amanda Benoit \$80.00
8. WHS PTO 440.00

High School Baseball

1. WHS Baseball Backers \$792.00 to be used towards purchasing hoodies for the 2023 team.

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B. Insurance - Charles Bruchhaus, Chairman

C. **BUILDING & GROUNDS COMMITTEE - REQUEST FROM THE BUILDING & GROUNDS COMMITTEE, DAVID DOISE, CHAIRMAN, THAT THE SCHOOL BOARD:**

1. Consideration of a Motion to amend the following motion passed on November 17, 2022 made by Mr. Leger, seconded by Mr. Dees and unanimously carried to grant permission to Mrs. Christin Legros, Finance Director, to begin the procedure to seek an Architect of Record for the Jefferson Davis Parish School Board and schedule interviews before the Building & Grounds Committee in January.

To amend as follows:

Grant permission to Mrs. Christin Legros, Finance Director, to begin the procedure to seek an Architect for the Jefferson Davis Parish School Board for the work needed for damages due to Hurricanes Laura and Delta and schedule interviews before the Building & Grounds Committee in February.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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D. **POLICY COMMITTEE - REQUEST FROM THE POLICY COMMITTEE CHAIRMAN, RUSSELL WALKER, THAT THE SCHOOL BOARD:**

1. Adopt the following Pupil Progression Plan (PPP) - Addendum
Pupil Progression Plan (PPP) – Addendum

At the October 2022 Board of Elementary and Secondary Education meeting an update to Bulletin 1566 was approved. The approved change has an immediate effect on the previously adopted 2022-2023 Pupil Progression Plan. School systems are asked to provide the below addendum to their Board for approval and submitted by January 31, 2023.

Literacy Support Standard for Grades 3 and 4
 Beginning with the 2022-2023 school year, and continuing through the summer following the 2023-2024 school year, any student enrolled in third or fourth grade and scoring below grade-level on the end-of-the-year LDOE-approved literacy assessment shall receive a minimum of 30 hours of explicit literacy instruction inclusive of targeted interventions during the summer as set forth in §705 of BESE Bulletin 1566.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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2. Adopt the following policy changes recommended by Forethought Consulting and JDPSB.

EMPLOYEE INSURANCE COVERAGE: File EGA

Effective: upon approval

Changes in policy are to clarify insurance coverage for current employees and retired Employees.

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- E. Transportation Committee - Greg Bordelon, Chairman
- F. 16th Section-Charles Bruchhaus, Chairman
- G. Ward II - Phillip Arceneaux, Chairman
- H. Legislative Liaison - Greg Bordelon, Chairman
- I. Long Range Planning - Malon Dobson, Chairman
- J. Food Service Committee - Greg Patterson, Chairman

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

IX. NEW BUSINESS:

1. Adopt the following resolution regarding School Board meetings:

R E S O L U T I O N

WHEREAS, ACT 707 of the 1977 Louisiana Legislature makes substantive changes in Louisiana’s Open Meeting Law, and WHEREAS, one change exempts the Board from having to give written notice of each regular meeting (1) if the Board adopts a resolution each January establishing the day, time, and place of the regular meeting, (2) written public notice of this resolution is given at least one time, and (3) the day, time, and place remain the same or, if changed, the Board gives written public notice at least once to the amendment or new

resolution no less than twenty-four hours in advance of the changed regular meeting, and

WHEREAS, this Board would like to conform to this change,

NOW, THEREFORE, BE IT RESOLVED by the Jefferson Davis Parish School Board in regular session duly convened on January 19, 2023, that the Board does hereby adopt an official resolution establishing the regular meeting schedule for the year 2023 to be on the third Thursday of each consecutive month, the meeting place to be at the School Board Central Office, 203 East Plaquemine Street, Jennings, Louisiana, and the time to be 6:00 p.m. throughout the year. EXCEPTIONS: In May, 2023, the Board will meet on the second Thursday, May 11, 2023, (due to parish Graduations.) In December the meeting shall be held on Thursday, December 14, 2023 at 10:00 a.m. at Elton High School, 903 2nd Street, Elton, LA 70532 (due to Holiday schedule). The above Resolution, having been put to a vote and having passed, was duly declared adopted and ordered spread on the minutes of this Board.

/s/ _____ /s/ _____
 Paul Trahan, President John Hall, Superintendent

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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2. Approve submission to the Louisiana State Department of Education of all 2023 -2024 federal and state flow-through projects and any new programs enacted.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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3. Approve the following non-faculty coaches for the 2022-23 school year upon completion of LHSAA coaching course certification and Board policy requirements.

1. Robert Davenport, WHS softball.
2. Eric McCleery, JHS tennis.

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4. Approve the updated areas of critical shortage for the 2022-2023 school session: All grades-Special Education, Speech Therapist/Pathologist, 6-12 Mathematics, 6-12 Science, 6-12 Spanish, 6-12 English, 6-12 French, 6-12 Social Studies, FACS, 6-12 Business Education, Bus Driver, Counselor, Administration, Pre-K - 5 All Subjects.

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5. Approve the following out-of-state travel:

1. Julie Pickle, Pupil Appraisal School Psychologist to attend the Regional Leadership Meeting and the National Association of School Psychologists Conference in Denver, CO from February 4 -10, 2023. All expenses to be paid by the National Association of School Psychologists.

2. Grant permission to the following supervisors: Rory Myers, Amy Treme and Frances LeBlanc to attend the NIET National Conference March 23, 2023 - March 24, 2023 in Indianapolis, Indiana. All travel expenses to be paid with Redesign Funds.

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6. Approve the Job Description of an English Learners (EL) Lead Teacher/Instructional Coach

JEFF DAVIS PARISH SCHOOL BOARD
Job Description

TITLE: English Learners (EL) Lead Teacher / Instructional Coach

QUALIFICATIONS:

- Valid Louisiana Teaching Certificate
- English as a Second Language Certification
- Five years of successful teaching experience

REPORTS TO: Coordinator of Federal Programs

SUPERVISES: None

JOB GOAL: To identify, implement, and facilitate teacher use of methods grounded in scientific research to improve instruction and promote a higher degree of academic success for English Learners in all schools in Jeff Davis Parish.

PERFORMANCE RESPONSIBILITIES:

1. Include teachers of EL students continuously in the content coaching cycle: to co-plan, model, co-teach, debrief, and reflect on instructional core aligned lessons.
2. Support teachers in the creation of aligned lessons and assessments and to examine EL student work from aligned assessments to inform further instruction and assessments.
3. Facilitate the use of online instructional and tutorial programs for EL students.
4. Facilitate and administer the LDOE/federally mandated screeners and assessments of EL students.
5. Maintain screening, observation, assessment, and evaluation records to determine the integrity of the Jeff Davis Parish EL program as a productive and viable program for improving the performance of EL students.
6. Utilize appropriate technology for instruction, communication, research, and reporting.
7. Engage in professional development activity and participate in self-developmental activities, particularly those related to the coaching of teachers and the effective instruction of EL students.
8. Provide ongoing support and professional development to English Learner Teachers, Part-time Interventionists, and Instructional Paraprofessionals serving English Learner Students.
9. Provide insight and suggestions during meetings of teachers and parents of EL students.
10. Maintain regular contact with the parents of EL students regarding attendance and academic achievement
11. Perform all other duties or responsibilities not listed as delegated by the Coordinator of Federal Programs.

TERM OF EMPLOYMENT: Nine (9) Months; salary in accordance with current teacher salary schedule.

ACCOUNTABILITY:

Performance of this job will be evaluated in accordance with provisions of the board’s policy on Evaluation of Personnel.

The Superintendent reserves the right to review, revise, update or change the job and any/all duties due to changes in job content, organizational structure, or state or federal laws.

I certify that I have reviewed and understand each requirement and that I am capable of meeting each and every requirement.

Evaluatee _____ Date _____

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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- 7. Declare the following as surplus and send to the next available public auction:
 - 1. Welsh Cafeteria - 30 - 8' tables, 240 chairs, and 6 booths
 - 2. Fenton Elementary - 15 cafeteria tables and 110 chairs

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- 8. Declare the following as surplus and declare as disposal items:
 - 1. Printronix P5210 Green Bar Printer - Serial # 480309046606 and Model #93650.
 - 2. Dell Server - Serial #5KDAN and Model #SMM.
 Both are no longer in use due to new software.

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*** ADDENDUM TO NEW BUSINESS

- 1. Approve the following out-of-state travel:
 - 1. Lake Arthur High School Senior Beta Students and sponsor to attend the Beta Leadership Summit in Gatlinburg, TN from March 7-11, 2023. At no expense to the Board.
 - 2. HHS and WHS FFA students and teachers to travel to Houston, TX on 03/17/23 to attend the Houston Livestock Show and Rodeo. At no expense to the Board.

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- 2. Grant permission to accept Change Order No. 001 on the Roofing Repairs Phase I (multiple sites) Welsh High School, Lake Arthur High School, Lake Arthur Elementary School and Fenton Elementary School Project.

Change Order #001 reflects the following changes:

Item Cop #4 \$ 95,500.00

Utilize hot asphalt assembly at Roof 1A and 1B in lieu of screw down assembly due to the presence of electrical conduits at deck for an additional cost of \$95,500.00.

Item Cop #7 \$ 69,002.00

REMOVE the Welsh Gymnasium (Roof 6) from the scope of the project for a credit of \$251,559.00 and ADD the Welsh Elementary Cafeteria to the scope of the project for a cost of \$320,561.00 for a TOTAL additional cost of \$69,002.00.

Item Cop #8

\$ 34,425.00

Add asbestos panel abatement at Fenton Elementary Gymnasium for a total cost of \$34,425.00.

Change Order #001 reflects the following changes:

The Original Contract Sum was	\$5,129,735.00
The net change by previously authorized Change orders	\$.00
The Contract Sum prior to this Change Order	\$5,129,735.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 198,927.00

The new Contract Sum including this Change Order will be

\$5,328,662.00

The Contract Time will be increased zero (0) days

The new date of Substantial Completion will be **May 23, 2023**

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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X. INFORMATION

1. Condolences are extended to the families of:
 1. Leonard Troutman, WHS Teacher/Coach, who retired in 2006 with 25 years of service.
 2. Johnnie Adams, Supervisor at Media Center, who retired in 1996 with 32 years of service.
 3. Linda Alfred, Northside Jr. High School and Welsh-Roanoke Jr. High Special Ed Para, who retired in 2013 with 22 years of service.
 4. Samuel Moreau, Pupil Appraisal Social Worker, who retired in 2007 with 13 years of service.
 5. Linda Smith, West End Elementary Teacher, who retired in 2004 with 35 years of service.
2. School Board President Trahan has named the following 2023 School Board committees:
 - FINANCE COMMITTEE - PHILLIP ARCENEUX, CHAIRMAN**
Malon Dobson, Paula LeJeune, Charles Bruchhaus, Blake Petry, Blake Frey and Russell Walker.
 - POLICY COMMITTEE - RUSSELL WALKER, CHAIRMAN**
Phillip Arceneaux, Summer LeJeune, Greg Patterson and David Doise
 - INSURANCE - CHARLES BRUCHHAUS, CHAIRMAN**
Malon Dobson, Janet Jones, David Doise and Blake Petry.
 - BUILDINGS & GROUNDS - DAVID DOISE, CHAIRMAN**

Greg Bordelon, Greg Patterson, Blake Frey and Russell Walker.

TRANSPORTATION - GREG BORDELON, CHAIRMAN

Malon Dobson, Summer LeJeune, Janet Jones, Blake Frey.

16TH SECTION - CHARLES BRUCHHAUS, CHAIRMAN

Phillip Arceneaux, Paula LeJeune, Blake Petry and Russell Waker.

WARD II AD HOC (JENNINGS BOARD MEMBERS) - PHILLIP ARCENEAUX, CHAIRMAN

Summer LeJeune, Paula LeJeune, Janet Jones and Greg Patterson.

LEGISLATIVE LIAISON - GREG BORDELON

LONG RANGE PLANNING - MALON DOBSON,

Paula LeJeune, Janet Jones, Charles Bruchhaus and Blake Frey.

SCHOOL FOOD SERVICE - GREG PATTERSON, CHAIRMAN

Greg Bordelon, Summer LeJeune, David Doise and Blake Petry.

3. 2022 JDP Special Olympics Youth Games will be held at Jennings Elementary on Friday, January 20, 2023 from 8:30am - 11:30am for Prek - 2nd grade SWDs.
4. The LSBA 2023 annual convention will be held in Lake Charles on March 6-8, 2023. Please let Mrs. Debbie know if you would like to register to attend.
5. The Jefferson Davis Parish School Board Members 2023 Spring Strategic Planning Meeting will be on Thursday, March 30, 2023 at 6:00 p.m. at Abshire Camp.

***** ADDENDUM TO INFORMATION**

1. **Congratulations to the 2022-2023 Principals of the Year:**
 - Mrs. Maura Guillory from LAES - Elementary
 - Mr. Michael Fontent from WAR - Middle School
 - Mr. Brant Smith from WHS - High School
2. **Congratulations to the 2022-2023 Parish Teachers of the Year:**
 - Mrs. Kim Sonnier from HHS - Elementary
 - Mrs. Aerial Storer from FES - Middle School
 - Mrs. Ashley Luthye from LAHS- High School
3. **Congratulations to the 2022-2023 Parish Support Employees of the Year:**
 - Mrs. Sushanna Onellion from Lake Arthur Elementary - Elementary
 - Mrs. Brittany Thomas from Elton High - Middle School
 - Mrs. Christy Jardell from Hathaway High- High School
4. **Congratulations to the 2022-2023 Parish Students of the Year:**
 - Miss Kadence Lilley from LAES - Elementary (*Also Parish Winner)
 - Mr. Noah Fontenot from LAHS - Middle School (*Also Parish Winner)
 - Miss Kaitlyn Thomas from HHS - High School
5. **Congratulations to the 2022-23 School Level Students of the Year:**

ELEMENTARY

Matthew Fuselier EES

Emily Foreman	FES
Lanri Hill	HHS
Breck Nunez	LHS
Luke Finley	JES
Zachary Morgan	WES

MIDDLE SCHOOL

Maddison Orsak	EES
Katie Bellon	FES
Mary Grace Bertrand	HHS
Addison Hollier	LHS
Shaune Maynard, Jr.	JHS
Rylee Hoke	WAR

HIGH SCHOOL

Tanner Lacombe	EHS
Gracie Sonnier	JHS
Kole Bourgeois	LHS
Ashton Davis	LAHS
Jordan Batiste	WHS

XI. PERSONNEL CHANGES

A. Personnel changes:

APPOINTMENTS

1. Donna Collins, LHS Cafeteria Tech, 12/13/22, re: Angieara Johnson resignation.
2. Willie M. Golden, Jr., WHS Band Director, 01/03/23, re: Darby Cook resignation.
3. Eva Broussard, JHS SPED Para, 01/02/23, re: Barbara Flanigan retirement.
4. Jared Underwood, WHS Teacher/Coach, 12/01/22, re: Michael Robinson resignation.
5. Claire Duhon, JHS Cafeteria Tech, 01/05/23, re: Carmen Blackwell resignation.
6. Rainier Rada, Sowela Electrical Instructor, 01/09/23, Walter McManus resignation.
7. Megan Boudreaux, JES Teacher, 01/03/23, A. Manning termination.
8. Robin Casey Istre, WES SPED Teacher, 01/11/23, Brittany Mallett transfer.

TRANSFERS

1. Sarah Hollier, JES Kindergarten Teacher to JES 2nd grade Teacher, 01/03/23, re: AllisonFruge resignation.
2. Sarah Chaisson, WES Teacher to JES Teacher, 01/13/23, re: Danielle Simon resignation.
3. Brittany Mallett, WES Teacher to WAR Teacher, 01/11/23, re: Tracy Kibodeaux resignation.

LEAVES

1. T. Stallion, WHS Teacher, 12/08/22 to 12/12/22.

2. I. Fruge, FES Cafeteria Tech, 11/28/22 to 01/02/23.
3. K. St. Julien, JES Bus Operator, 01/06/23 to 03/06/23.
4. M. LeJeune, WES Bus Operator, 11/13/22 to 01/03/23.

RESIGNATION

1. Darby Cook, WHS Band Director, 01/11/23.
2. Allison Fruge, JES Teacher, 01/03/23.
3. Tracy Kibodeaux, WAR Teacher, 12/09/22.
4. I. Fruge, FES Cafeteria Tech, 01/03/23.

RETIREMENTS

1. Leslie Giggar, WAR Teacher, 05/27/23, with 33 years of service.
2. Kathy Faul, EES Teacher, 05/27/23, with 33 years of service.

TERMINATION

1. Alia Manning, JES Teacher, 12/31/22.

XII. SUPERINTENDENT’S COMMENTS NOT REQUIRING BOARD ACTION

1. **January is School Board recognition month.**

The month of January marks the annual observance of School Board Recognition Month – a good time to salute the work of school board members especially in these unprecedented times. Our locally elected board in Jefferson Davis Parish speaks out for public schools by ensuring our students have the opportunity to benefit from a safe high-quality education. Their decisions and actions affect the present and future lives of our community’s children. Join us in celebrating School Board Recognition Month in Jefferson Davis Parish.

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 ADDENDUM WAS POSTED IN A CONSPICUOUS PLACE AT THE MEETING PLACE OF SAID BOARD ON WEDNESDAY, JANUARY 18, 2023 BY 4:00 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.
