



JEFFERSON DAVIS PARISH SCHOOL BOARD AGENDA
203 E. PLAQUEMINE STREET
JENNINGS, LOUISIANA
(337) 824-1834
FINANCE/SALARY COMMITTEE AGENDA
MEETING TIME: TUESDAY, AUGUST 15, 2023 AT 5:00 P.M.

FILE: BCB - SCHOOL BOARD MEETING RULES OF PROCEDURE
 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.

I. CALL TO ORDER

II. ROLL CALL FOR DETERMINATION OF A QUORUM.

COMMITTEE MEMBERS: Chairman, Phillip Arceneaux, Charles Bruchhaus, Malon Dobson, Blake Frey, Paula LeJeune, Blake Petry and Russell Walker.

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

Arceneaux, Chair	Bruchhaus	Dobson	Frey	P. LeJeune	Petry	Walker
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Roll Call for Other Members present:

Bord	S. Lejeune	Jones	Patterson	Doise	Trahan
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III. 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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IV. AGENDA ITEMS FOR CONSIDERATION

1. Grant permission to WHS to accept the following donations:

1. To WHS Band for uniform costs:
 - A. Knights of Columbus \$500.00
 - B. 90 One Stop \$100.00
 - C. JD Bank \$200.00
2. Welsh Greyhound Backers \$4,173.00 to WHS Football. Funds to be used towards helmet cost.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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2. Grant permission to pay for the Fall and Spring tuition for dual enrollment students at McNeese. Fees will be covered with SCA (Supplemental Course Academy/Course Choice funds).

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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3. Grant permission to WES to accept the quote of \$26,595.00 from Office Centre-Teacher's Pet to purchase and install new 2nd grade playground equipment. Other quotes received from Planet Recess (\$39,169.14/\$43,466.14) and HAHN Enterprises (\$48,158.00). To be paid from CSD Contingency #1 funds.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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4. Grant permission to Mrs. Sharon Ardoin to accept the following donations to the McKinney-Vento Homeless Program:
 - A. Ochsner American Legion Hospital in Jennings, OB/GYN Clinic in Jennings, and the Ochsner Health Center in Lake Arthur for participating in a Back-to-School supply drive. Donations included backpacks, kinder mats, notebooks and various other school supplies.
 - B. Gifting Grace Project in Lafayette, LA (337-321-3356) for donating 63 backpacks filled with school supplies. The estimated cost of the donation is \$40 per book sack for a total of \$2,500.
 - C. Southwest LA Soul softball team out of Southwest Louisiana for the donation of various school supplies.

All donations will be used to help students in the McKinney-Vento Homeless program as well as other students in need of assistance.

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5. Grant pre-approval to Lacassine High School to use \$250,000 of contingency funds for the land improvements/construction of the baseball and softball field complex. Proof of secured funding is required in order to go out for bids. Board approved donated funds will also be used to cover expenses. Bids will be presented for board approval at a later date.

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6. Approve the recommendation of the Superintendent to issue a one-time pay supplement from ESSER II and III funds, pending approval from LDOE. It will be issued to all active, permanent, employees of the School Board that are employed as of the close of business on September 1, 2023. The amount budgeted will be an estimate, based off of the prior year stipend issued. Supplement of \$1,500.00 for certified and \$1,000.00 for support at an estimated total of \$1,496,400.00:

1. Certificated personnel whose job requires an advanced degree receive a gross supplement of \$1,500.00 per full-time position, subject to any applicable index, with the total cost expensed from ESSER, including all employer payroll benefits (taxes and retirement). Part-time personnel will receive one-half of the full-time distribution.
2. Support personnel receive a gross supplement of \$1,000.00 per full-time position, subject to any applicable index, with the total cost expensed from ESSER, including all employer payroll benefits (taxes and retirement). Part-time personnel will receive one-half of the full-time distribution. This one-time supplemental paycheck will be distributed on September 15,

2023, and it will be subject to all required employee deductions for retirement, income tax withholding, etc.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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7. Grant permission to the Maintenance Supervisor, Mr. Sean Richard, to seek quotes for lawn maintenance of the old JES and WEIC locations. The awarded quote will be good from August of 2023 to July 2024. If, at any time during August of 2023 to July of 2024, either of the properties are sold or ownership is transferred then the contract becomes null and void for that particular location.

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8. Approve Budget Revision #1 for the 2022-2023 General Fund, Special Revenue Maintenance Funds, Special Revenue Federal Funds and the School Food Service Funds as presented by the Director of Finance, Christin LeGros.

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9. Adopt the 2023-24 Jefferson Davis Parish School Board Annual Operating Budget and the accompanying Budget Resolution as presented by the Director of Finance, Christin LeGros. A public hearing regarding the budget was held on Tuesday, August 15, 2023 at 4:00 p.m. in the Boardroom as required by law.

BUDGET RESOLUTION

Resolution adopting an Operating Budget of Revenues and Expenditures for the General and Special Revenue Funds, for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024. BE IT RESOLVED by the Jefferson Davis Parish School Board in general session convened that:

SECTION 1: The attached detailed estimates of revenues for the Fiscal Year ending June 30, 2024, be and the same is hereby adopted to serve as an Operating Budget of Revenues, for the General Fund, Special Revenue - Maintenance Funds, and the Special Revenue - Federal Funds during the same period.

SECTION 2: The attached estimates of expenditures by departments for the Fiscal Year ending June 30, 2024, be and the same is hereby adopted to serve as a Budget of Expenditures, for the General Fund, Special Revenue - Maintenance Funds, and the School Lunch Fund during the same period.

SECTION 3: The adoption of the Operating Budget of expenditures be and the same is hereby declared to operate as an appropriation of the amount herein set forth within the terms of the budget classification for the General Fund, Special Revenue - Maintenance Funds, and the School Lunch Fund.

SECTION 4: The appropriation for all other Special Revenue - Federal Funds Budgets presented herein shall be in accordance with budgetary expenditure limits and classifications approved by the Department of Education, the State Board of Elementary and Secondary Education, or any other appropriate state or federal agency, with such approval by these agencies representing full permission to expend funds accordingly.

SECTION 5: Each school within the parish has permission to expend its own School Activity Account funds for the normal operating needs of the school, including individual purchases in excess of \$10,000, without first seeking approval from the School Board so long as all other fiscal policies of the School Board are followed.

SECTION 6: Amounts are available for expenditure only to the extent they are included within the 2023-2024 budget.

Passed and adopted at Jennings, Louisiana on this 17th day of August, 2023.

Paul Trahan, President

ATTEST:

John G. Hall, Secretary

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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10. Grant permission to WAR the following repairs to the band room: replace walls, Put roof enclosures, recoat roof and prime, paint walls, repair athletic storage/boys locker room pod, install rubber enclosures, coat entire roof with Silver Dollar Roof Coating. Also, the following repairs to the Science Lab Pod: recoat the roof, install rubber enclosures, remove damaged tile and install new ceiling tile. Total cost of the project with materials totals \$8,960.00. Work to be done by Affordable Hardwood Millworks, Cabinets, Renovations Commercial Renovations and Jeff Davis Parish Maintenance Department. To be paid from | CSD Contingency #1 funds.

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11. Grant permission to WAR to remove existing carpet and replace with tile at a cost of \$7,650.00 from Tina's Flooring. To be paid from CSD Contingency #1 funds.

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12. Grant permission to sell to Miguez Funeral Home at the appraised value of \$16,500.00 the following Jefferson Davis Parish School Board Property located adjacent to the Lake Arthur Elementary School:

Lots 4, 5, and 6 of Bk 11 Edgewood Add.

And grant permission to Superintendent Hall to sign all necessary legal documents needed for required sale. Proceeds from sale to go to Maint. #1.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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13. Grant permission to approve the following changes for Computer Technician II and Computer Technician III requirements for the Computer Technician II and Computer Technician III pay scale:

Current: Computer technicians with successful completion of Comptia A+ Core 1 Certification enter as Technician II on the computer technician pay scale. (7/15/21)

Proposed Change: Computer technicians with successful completion of a 2-year technical degree or Associate’s degree in Computer Science or Information Systems Technology or successful completion of Comptia A+ Core 1 Certification enter as Technician II on the computer technician pay scale. In order for Computer Technician II to advance to Computer Technician III, Comptia A+ Core 2 Certification or equivalent certification must be obtained.

Current: Computer technicians with successful completion of Comptia A+ Core 1 and Core 2 Certification enter as Technician III on the computer technician pay scale. (7/15/21)

Proposed Change: Computer technicians with successful completion of a 4-year Bachelor’s Degree in Computer Science or Information Systems Technology or successful completion of Comptia A+ Core 1 and Core 2 Certification or equivalent certification enter as Technician III on the computer technician pay scale.

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VI. 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, AUGUST 11, 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.