



**JEFFERSON DAVIS PARISH SCHOOL BOARD AGENDA
 203 E. PLAQUEMINE STREET
 JENNINGS, LOUISIANA
 (337) 824-1834
 AGENDA MEETING
 THURSDAY, SEPTEMBER 21, 2023 at 6:00 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. INVOCATION and PLEDGE OF ALLEGIANCE.

JHS SR. - MICHAEL O'BRIEN JHS SR. ALYSSA KERLY

III. ROLL CALL FOR DETERMINATION OF A QUORUM.

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| 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 AUGUST 17, 2023 AND THE SPECIAL MEETINGS ON AUGUST 24, 2023 AND AUGUST 31, 2023.

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| 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.

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VI. PRESENTATION/RECOGNITION

VII. BOARD COMMITTEE REPORTS:

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

1. Grant permission to EES to accept the following donation:
 1. Coushatta Tribe of Louisiana \$11,850.00. Funds to be used for school needs.

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2. Grant permission to EHS to accept the following donation:
 1. Coushatta Tribe of Louisiana \$20,000.00. Funds to be used to meet the needs of students of EHS.

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3. Grant permission to JWCE to accept the following donations:
 1. PDGA awarded a grant of \$500.00 towards the cost of P.E. equipment. Grant was matched by a donation of \$500.00 from Craig Dolland of Allstate Insurance Agency of Lake Charles.
 2. Jeff's A/C and Heating - \$2,000.00. Funds to be used for MTSS (Multi-tiered system of support) and PE equipment.
 3. Robinson Holding, Inc. - \$1,000.00. Funds to be used for MTSS (Multi-tiered system of support) and PE equipment.

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4. Grant permission to JHS to accept the following donations:
 1. First Guaranty Bank of Jennings - \$100.00. Funds to be used to help cover expenses for teachers' appreciation.
 2. Tennis Boosters of Jennings - \$1,026.12. Funds to be used to help cover cost of subs from state tournament.

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5. Grant permission to LAES to accept the following donation:
 1. Joey Thibodeaux through Hilcorp Energy - \$2,000.00. Funds to be used for office items as deemed necessary by administration.

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6. Grant permission to LAHS to accept the following donation:
 1. J & J Marine of Jennings - \$100.00 to swim team to help offset expenses.
 2. Lake Arthur Varsity Club - \$800.00 to swim team to help offset expenses..
 3. Lake Arthur Varsity Club- \$3,653.20 for softball to help offset expenses.
 4. Lake Arthur Varsity Club- \$3,653.20 for baseball to help offset expenses.
 5. Lake Arthur High Tigerette Danceline Booster- \$4,000.00 to Danceline to help offset expenses.
 6. Lake Arthur High PTO - \$2,125.00 - to be used for rewards and incentives for MTSS (Multi-tiered system of support)

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7. Grant permission to WES to accept the following donations:
 1. First Presbyterian Church - \$245.00. Funds to be used for student supply fees.
 2. Latter and Blum - \$1,000.00 and \$300 in supplies. Funds and supplies for teacher, Mrs. Meaghanne Viator classroom.

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8. Grant permission to WHS to accept the following donations:
 1. 90 One Stop - \$500.00. Funds to be used towards the cheer team travel expenses.
 2. Kade Kelley - \$80.00. Funds to be used for MTSS (Multi-tiered system of support) snacks and rewards for students.
 3. Christopher Myers for Sheriff - \$250.00. Funds to be used for Girls Basketball for costs of travel.
 4. Renee Benoit - \$374.00. Funds to be used towards summer dance camp.
 5. Welsh High Band Boosters and Chelsey Orgeron - \$478.50. Funds to be used for Danceline Summer dance camp.
 6. Pat Deshotel - \$100.00. Funds to be used for band uniforms.
 7. Welsh Greyhound Backers Club - \$1,800. Funds to be used towards sending players to lineman camp.

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9. Grant permission to JHS to declare an emergency and replace a 15 ton gym ac Unit. Purchased from Young's Appliance Repair at a cost of \$14,380.00. To be paid from Ward II contingency.

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10. Grant permission to purchase on State Contract through The Interlocal Purchasing System (TIPS Contract #230105) 24 weapons detectors with hand held detectors from GXC, Inc. at a cost of \$420,199.80. To be paid from the Stronger Connections Grant.

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11. Grant permission to JHS to purchase a new sound system for JHS School Big Gym and accept the quote of \$18,325.25 from Wilpro Services which include the equipment, labor and installation. Other quotes received from Aaron Young Electrical (\$26,386.24) and Lafayette Music Company (\$34,190.00). To be paid from Ward II contingency.

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12. Approve adjustments of Committed Reserves:

| <u>Reason for Reserve</u> | <u>Current Amount</u> | <u>Project Cost</u> | <u>Proposed Adjustment</u> |
|---------------------------|-----------------------|---------------------|----------------------------|
| Central Office Building | \$1,500,000 | \$405,675 | \$1,100,000 |
| Roof Replacement | \$5,000,000 | \$5,681,378 | \$0.00 |

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13. Grant permission to EHS to accept the best quote (\$101,400.00) on State Contract #4400021168) from Insight, Incorporated to purchase and replace the gym bleachers. Other quotes received from D & A Associates (\$131,000.00 - TIPS contract #20080101) and Hahn Enterprises (\$145,268.00). To be paid from the \$100,000 capital outlay funds and balance by EHS #22 maintenance.

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14. Grant permission to JES to accept the quote of \$39,605.00 from Bliss Products for the purchase and installation of Eave Hip Shades in the Pre-K and Kindergarten play areas. Other quotes received from Hahn, Enterprises, Inc. (\$43,196.00) and Office Centre- Teacher's Pet (\$46,900.00). To be paid from Ward II Construction.

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***** ADDENDUM TO FINANCE**

1. Grant permission to the McKinney-Vento Homeless program to accept a donation from UMCOR Sager Brown, an agency of the United Methodist Church of school supplies which included notebooks, paper, pencils, pencil sharpeners, rulers, etc. Donations will be used to help students in the the McKinney-Vento Homeless Program.

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- B. Insurance - Charles Bruchhaus, Chairman
 C. Building & Grounds Committee - David Doise, Chairman
 D. **POLICY COMMITTEE - REQUEST FROM THE POLICY COMMITTEE CHAIRMAN, RUSSELL WALKER, THAT THE SCHOOL Adopt the following new or revised policies:**

1. These policy changes are recommended by Forethought Consulting:
1. **EXECUTIVE SESSIONS: File BCBK**
 Effective: upon approval
 Act 66 of 2021 required a change to our Executive Sessions policy. One of the allowed statutory reasons for executive sessions includes "discussion regarding the reporting, development, or course of action regarding security personnel, plans, or devices," to which Act 66 added "including discussions concerning cybersecurity plans, financial security procedures, and assessment and implantation of an such plans or procedures."
 2. **ANNUAL OPERATING BUDGET: File DC**
 Effective: upon approval
 Act 370 now requires timely posting of certain information on School Board websites.
 No later than September thirtieth each year, School Boards are required to post the most recent budget and general summary on its website. This language has been added to the Annual Operating Budget policy. For systems that did not include

it already, suggested language has been added regarding daily operations and assurance of equitable funding.

3. **AUDITS: File DID**

Effective: upon approval

School Boards are also required to have an annual audit within six (6) months of the close of the fiscal year. Act 370 requires the posting of the most recent annual audit on the website within thirty (30) days of notice of its approval and acceptance. This information has been included in the Audit Policy.

4. **GIFTS AND DONATIONS: File DFK**

Effective: upon approval

Revision of policy for monetary donations greater than \$250, not all donations, are to require School Board approval as discussed at August School Board meeting. Policy rearranged and updated to include more statutory information, and the newest requirement from Act 346 that the School Board “shall enumerate details of such donations in a document made publicly available on its website.”

5. **EXPENDITURE OF FUNDS: File DJ**

Effective: upon approval

Revision of policy for clarifying which expenses require School Board approval as discussed at August School Board meeting.

6. **EMERGENCY/CRISIS MANAGEMENT: File EBBC**

Effective: upon approval

Act 334, made changes to the statutory language applying to school crisis management and response plans. Includes new definitions for district threat assessment team, and emergency preparedness and recovery point of contact. It includes utilization of information available through the Louisiana Commission of School and Nonprofit Security. Lastly, each Crisis Management and Response Plan is required to include specific statutory information. These revisions have been made to the Emergency/Crisis Management policy.

7. **PUBLIC HEALTH EMERGENCY: File EBBI**

Effective: upon approval

School Boards adopted various versions of a Public Health Emergency policy due to the onset of Covid-19. Many of these policies included specific procedures required by BESE for the safe reopening of schools. Since those provisions are no longer in effect, we have revised the policy to a more generalized version.

8. **STUDENT TRANSPORTATION MANAGEMENT: File ED**

Effective: upon approval

An administrator recently notified us of the approved use of Multifunction School Activity Buses (MFSAB). MFSAB are considered buses and allowed to transport students to activities, but are not allowed for transporting students to and from school. The National Highway Transportation Safety Administration (NHTSA) established this new class

of school buses for use in transporting children on trips other than those between home and school. BESE Bulletin 119, Louisiana Transportation Specification and Procedures defines MFSAB as a “school bus whose purposes do not include transporting students to and from home or school bus stops, as defined in 49 CFR 571.3.

This subcategory of school bus meets all Federal Motor Vehicle Safety Standards (FMVSS) for school buses except the traffic control requirements of alternately flashing signal and stop arm.” This language has been added to the Student Transportation Management policy.

9. **SICK LEAVE: File GBRIB**

Effective: upon approval

Act 296 established a new definition for “clinician” - a physician; a physician assistant providing healthcare services in accordance with Louisiana law; or, an advanced practice registered nurse providing healthcare services in accordance with Louisiana law. Accordingly, in most instances regarding certification of absences for sick leave, the previous language which listed all the medical professionals, now uses the term “clinician” instead. However, since other parts of the guiding statutes were not revised, we have kept the term “physician” in some instances.

Act 133 revised language regarding use of regular extended sick leave for bus operators and school employees. It removed the qualification that the employee must have certification that it is a medical necessity for the employee to be absent for at least ten (10) days. Act 133 also added language regarding use of extended sick leave for personal illness relating to pregnancy, illness of an infant, or required medical visits related to infant or maternal health.

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2. The following new policy is recommended by Forethought Consulting and JDP.

1. **VIDEO/AUDIO MONITORING OF SCHOOL BOARD PROPERTY: New Policy EBCB**

Effective: upon approval

Many School Boards have already adopted a policy addressing school surveillance through video monitoring. Act 301 now requires this policy. Boards are required to include in policy information for retaining, storing, and disposing of recorded video and audio data; protecting student privacy; determining under what circumstances recordings may be disclosed, and procedures for requests for viewing. The Video/Audio Monitoring of School Board Property has been revised/ drafted to include the required components.

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3. The following new policy is recommended by JDP.
 1. **LEAVE WITHOUT PAY: New Policy GBRIJ**
 Effective: upon approval
 Address the types of leaves without pay and how to request a leave without pay.

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4. The following policy is recommended for deletion by Forethought Consulting and JDP.
 1. **AMERICAN RECOVERY AND REINVESTMENT REPORTING REQUIREMENTS:**
 File DIBA
 Effective: upon approval
 Recommending deletion of policy DIBA, American Recovery and Reinvestment Reporting Requirements, for which the time frame has expired.

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DISCUSSION

1. At the request of School Board Member, Summer LeJeune, discussion of implementation of a Clear Bag policy at all extracurricular school events.
- 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

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

X. NEW BUSINESS:

1. Adopt the following millage rate(s) for 2023:

RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2023 tax roll on all property subject to taxation by Jefferson Davis Parish School Board of the Parishes of Jefferson Davis and Allen, Louisiana:

2023 MILLAGE

| | <u>Jefferson Davis Parish</u> | <u>Allen Parish</u> |
|--|-------------------------------|---------------------|
| <u>Jefferson Davis Parish School Board</u> | | |
| Constitutional Tax | 6.48 | |
| Special School Tax | 10.77 | |
| <u>School District # 1</u> | | |
| Maintenance | 11.29 | |
| Maintenance – Special | 7.71 | |
| Refunding Bonds, Series 2014 | 2.00 | |

School District # 2

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| Maintenance | 11.85 |
| Bonds, Series 2019 | 13.00 |

School District # 3

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| Maintenance | 14.98 |
| Maintenance– Special | 3.53 |

School District # 5

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| Maintenance | 4.15 |
| Bonds, Series 2022 | 3.05 |

School District # 8

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| Maintenance | 8.88 |
| Bonds, Series 2016 | 7.22 |

School District # 22

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| Maintenance | 12.04 | 12.04 |
| Bonds, Series 2020 | 19.50 | 19.50 |

Consolidated School District # 1

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| Maintenance | 11.66 |
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BE IT FURTHER RESOLVED that the proper administrative officials of the Parishes of Jefferson Davis and Allen, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2023, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

- YEAS:
- NAYS:
- ABSTAINED:
- ABSENT:

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on September 21, 2023, at which meeting a quorum was present and voting.
Jennings, Louisiana, this 21 day of September, 2023.

School Board President / Paul T. Trahan

Superintendent / John G. Hall

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2. Declare the following items as surplus and send to the next available public Auction:

EHS:

1. 3 channel one tvs - Phillips serial number 74476558 model number RX9019 GYO1
2. 1 school marquee - old one was replaced with new led marquee

CHILD NUTRITION PROGRAM:

1. HHS - Victory 2 door reach in refrigerator (Model #VSR-2; serial #H0402474).
2. LAES - Victory 2 door reach in refrigerator (Model #VSRS; serial number P0408570).

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3. Approve the following non-faculty coaches for 2023-2024 upon completion of LHSAA coaching course certification and Board policy requirements.
 1. Gabrielle Smith - JHS volleyball;
 2. Phillip Bell- JHS football;
 3. Alexandra Miller - JHS volleyball;
 4. Brian Parker - JHS tennis;
 5. Eric McCleery - JHS tennis;
 6. Tyler Theneuissen - JHS softball;
 7. Jeffery Person - JHS softball;
 8. Jon Person - JHS golf;
 9. Travis Martin - FES basketball and track.

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4. Approve the following out-of-state travel requests:
 1. WHS FFA student and sponsor to travel to Newnan, GA from Sept. 5-7, 2023, to attend training at SELCAT.
 2. JHS FFA students and sponsors to travel to Marion, IL from Oct. 30 to Nov. 4, 2023, to attend national career development competition.

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5. Grant permission to Laurie Duhon, Technology Supervisor to release the Jefferson Davis Parish School Board WAN RFP for 2024 on Monday, October 2, 2023, as our current WAN contract expires with Conterra on June 30, 2024. This RFP will include two pricing option requests: 1) Pricing to continue as we currently operate with one 10 GIG WAN connection and a bundled managed firewall; 2) Pricing to add a second data center (JDPSB School Board Office) and (JDPSB Technology Center/Warehouse) for load-balancing and failover with 2-10 GIG WAN connections and two bundled managed firewalls.

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XI. INFORMATION

1. Condolences are extended to the families of:
 1. Charles "Ronnie" Chaumont, Northside Jr. High Principal who retired in 2000, with 29.5 years of service.
 2. Audrey Darce, James Ward Elementary Paraprofessional, who retired in 1996, with 20 years of service.

2. Office of Group Benefits has been approved for a 4.25% premium increase over all policies effective January, 2024.
3. The Department of Special Services will be hosting the Special Olympics ~ Horseshoe & Bocce Event on Friday, October 27, 2023 from 8:00am - 12:00pm at Welsh High School ~ Football Stadium in Welsh, LA for SWDs grades 3rd - 12th grade. We will be funding the event from donated funds that The Department of Special Services received as a donation from the 2022 & 2023 Ivy Woods Golf Tournament. Approximately: \$3,581.13

XII. PERSONNEL CHANGES

A. Personnel appointments as determined by the Superintendent:

1. Name **RHODA CORKRAN**, LHS Principal, 09/01/23, re: David Reed transfer.
2. **JUSTIN WELCH**, LHS Assistant Principal, 09/18/23, re: Rhoda Corkran promotion.
3. **ANDREA ZAUNBRECHER**, LAES Assistant Principal, 08/25/23, re: Cleo Williams transfer.
4. **DAVID REED**, JES Principal, 09/01/23, re: David Harper resignation.

B. Personnel changes:

APPOINTMENTS

1. Rachel Fruge, LHS Cafeteria Tech, 09/14/23, re: Renee Perivolaris resignation.
2. Louis Caffey, Maintenance Warehouse Master AC Tech, 08/16/23, re: Kavin Canik retirement.
3. Michelle Ortego, JES Behavior Interventionist, 09/05/23, re: Betty Miller transfer.
4. Lisa Bergeaux, JHS Cafeteria Tech, 09/06/23, re: Sheeneka Celestine resignation.

TRANSFERS

1. Martha Pentacost Bowers, JHS Paraprofessional to JWCE, 07/01/23, re: location change only.
2. Jerry Whitlow, Tech Center Level I Computer Tech to Warehouse Level II Computer Tech, 08/17/23, re: training completion.
3. William Tidmore, Tech Center Level I Computer Tech to Warehouse Level III Computer Tech, 08/17/23, re: training completion.
4. Heather Hanks, Interventionist to LAES Librarian, 09/18/23, re: Andrea Zaunbrecher promotion.
5. Lindsay Bazinet, Elton School Bus Para to EHS Bus Attendant, 09/01/23, re: Nadine Gabriel resignation.

MEDICAL LEAVES

1. L. Comeaux, WES Custodian, 09/15/23 to 10/02/23.
2. T. LaRue, EHS Cafeteria Tech, 08/24/23 to 09/05/23.

3. S. Hunter, JWCE Teacher, 08/08/23 to 10/13/23.
4. D. Fontenot, LHS Teacher, 08/02/23 to 10/05/23.
5. A. Jeffries, WES Teacher, 08/21/23 to 08/29/23.
6. L. Leger, WES/WHS Custodian, 09/11/23 to 09/26/23.

MATERNITY LEAVES

1. G. LeJeune, LAES Teacher, 09/04/23 to 09/27/23.
3. B. Mallett, WAR Teacher, 08/07/23 to 10/23/23.

SABBATICAL LEAVES

1. A. Moore, WAR Teacher, 2023 Fall Semester (08/07/23 to 01/08/24).

RESIGNATION

1. Kristy Miller, LHS Cafeteria Tech, 08/24/23.
2. Madyson Brasseaux, LHS Teacher, 08/07/23.
3. Donna Dauphine, JES Cafeteria Tech, 05/27/23.
4. Nadine Gabriel, EHS Bus Aide, 08/08/23.
5. Shawntele Simon, LAHS Bookkeeper/Secretary, 09/07/23.
6. Pamela Thibodeaux, Lake Arthur Schools Bus Driver, 09/11/23.

RETIREMENTS

1. Pauline Bourne, JES Teacher, 08/30/23, with 38 years of Service.

LEAVE WITHOUT PAY

1. M. Ross, JES Secretary, 07/05/23 to 12/31/23.
2. K. Krielow, LHS ST, 09/06/23 to 10/20/23.

XIII. SUPERINTENDENT’S COMMENTS NOT REQUIRING BOARD ACTION

XIV. EXECUTIVE SESSION

A. Motion to enter into Executive session.

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B. Motion to resume in regular session.

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XV. ADJOURN

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IN COMPLIANCE WITH STATE LAW, A COPY OF THIS ADDENDUM AGENDA WAS POSTED IN A CONSPICUOUS PLACE AT THE MEETING PLACE OF SAID BOARD ON WEDNESDAY, SEPTEMBER 20, 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.