



JEFFERSON DAVIS PARISH SCHOOL BOARD AGENDA

203 E. PLAQUEMINE STREET

JENNINGS, LOUISIANA

(337) 824-1834

AGENDA MEETING

THURSDAY, MAY 21, 2020 at 6:00 p.m.

LIVE REMOTE ACCESS (COVID19 PANDEMIC)

1. This is a live remote-access meeting. Video and audio will be recorded throughout the entirety of this meeting and will be archived.
2. 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.
3. 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).
4. Active participants are asked to mute their microphones when not speaking or being asked to speak. Unmuted participants (not actively speaking or asked to speak) will be muted by the moderator.
5. Public participants wishing to become an active part of the meeting agenda must request written permission (via email) no later than one day prior to the meeting date. Individual speakers are granted three minutes to speak when public comment is acknowledged.
6. Once public participants have submitted a written request to speak, they will receive the active participant link via email.
7. 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.
8. 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.

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, INVOCATION AND PLEDGE OF ALLEGIANCE.

II. ROLL CALL FOR DETERMINATION OF A QUORUM.

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III. APPROVAL OF THE SCHOOL BOARD MINUTES OF THE REGULAR MEETING ON APRIL 23, 2020.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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IV. 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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V. RECOGNITIONS

- A. Congratulations to Jennings Elementary Principal, Mrs. Rory Myers, Louisiana Semi-Finalist Elementary Principal of the Year.

VI. BOARD COMMITTEE REPORTS:

- A. **FINANCE COMMITTEE - REQUESTS FROM THE FINANCE COMMITTEE CHAIRMAN, JAMES SEGURA, CHAIRMAN, THAT THE SCHOOL BOARD:**

1. Approve the following bids for Duplicator & Janitorial Paper Products from the 20-21 school year from sealed bids opened at 10 am, Wednesday, May 13, 2020, as recommended by the Director of Finance:

1. Copier/Duplicator Paper: Economical Janitorial & Paper Supplies, \$23.80 per case. Other bids received: Contract Paper Group, \$25.05 per case and Veritiv, \$25.90 per case.
2. 2-Ply Bathroom Tissue: Economical Janitorial & Paper Supplies, \$27.36 per case (96 rolls 500 sheets) Other bids received - Contract Paper Group, none and Veritiv, \$24.90 per case (96 rolls 400 sheets)
3. Non-Perforated Roll Towels: Economical Janitorial & Paper Supplies, \$14.04 per case. Other bids received - Contract Paper Group, None; Veritiv, \$14.04 per case.

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2. Grant permission to EHS FFA Club to accept a \$1,500.00 donation from an anonymous donor. Funds to be used to help defray expenses for the school Year.

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3. Grant permission to JHS to purchase a 2020 Exmark Zero Turn 60 inch cut Lawn Mower at a cost of \$6,929.23 (State contract) with a 4 year 750 hour warranty from Hornsby Lawn and Equipment. Other bids received from Hornsby Lawn & Equipment \$6,159.23, Abell & Son, Inc. \$7,895.78, Thib's \$7,082.46, Thib's \$9,284.00 and Thib's \$6,411.00. To be paid from Ward II Maintenance.

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4. Grant permission to HHS to purchase on state contract two 75" NewLine Interactive Boards at a cost of \$6,090.00 (\$3,045.00 each). These will replace two outdated Interactive White Boards in two classrooms. To be paid from Maintenance #3.

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5. Grant permission to FES to purchase on state contract two 75" NewLine Interactive Boards at a cost of \$6,090.00 (\$3,045.00 each). These will replace two outdated Interactive White Boards in two classrooms. To be paid from Maintenance #5.

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6. Accept the best quotes for the 2020-2021 School Food Service Needs.
Bids opened on April 9 and April 23, 2020 at 10:00 a.m.:

Milk:

Oak Farms Dairy \$199,535.76

Bread:

Flower's Bakery \$29,200.00

Frozen/Chilled Bakery:

Diamond: French Toast \$37.62; Cinnamon Rolls \$14.08

Lamm: Hard Boiled and Peeled Eggs \$28; Crumb Square \$13.30; Banana Square \$13.30; Onion Rings \$52.80

Lacassigne: Biscuit \$25.75

Ponn: Orange Dream Muffins \$21.83; Blueberry Muffins \$20.05; Chocolate Chip Muffins \$17.49; Donut Holes \$26.92; Crispy Cubes \$35.68; Breakfast buns \$26.59; Baked Potato Soup \$54.69; Texas Toast \$21.42; Sour Cream \$16.83; Seasoning Blend \$24.08; Corn Bread \$16.38; Maple, Banana, and Blueberry Mini Pancakes \$24.68

Paper and Cleaning:

Interboro: Bun Pan Rack Cover \$10.24; Bun Pan Bag \$11.24

Economical: Moist Foam Soap \$43.88; Detergent for Washing Machines \$74.95; Oven Cleaner \$19.97; Power Dissolver \$44.62; SS Polish/Cleaner \$26.34; Quat Sanitizer \$56.91; Floor Cleaner \$63.43; All Purpose Cleaner \$92.07; Styrofoam Trays w/ Cover \$10.19; Aluminum Tays w/ Lids \$43.25; Plastic Wrap \$10.50; Red Plaid Food Trays \$13.50; Large SS Sponge \$3.32; Disposable 5 Compartment Plates \$22; 1oz Portion Cups \$30.77; Resealable Freezer Bags \$17.25; Scouring Pads \$1.78; Nylon Mesh Large Scouring Pads \$1.77; Hinged 8oz Portion Containers \$49.95; Roll Paper Towels \$16.10; Bun Pan Liners \$28.88; Mop Heads \$2.90; Small Serving Gloves and Serving Gloves \$4.20; Mop Handles \$2.89; 8oz Lids \$14.75; 12oz Lids \$20.34; 4oz Lids \$11.98; Vented Lids 4oz Container \$11.98; 12oz Disposable Cups \$21.66; Cutlery Kits \$10.98; 4oz Shallow and Deep Dishes \$23.93; 8oz Deep Dishes \$26.42; Aluminum Foil Sheets \$8.97; Aluminum Foil \$32.74; 8oz Cups \$18.84; French Fry Bags \$52.95; Large and Medium Food Prep Gloves \$16.50; XL and Large Serving Gloves \$4.20; Broom \$2.81; 12oz Disposable Bowls \$14.79; Sandwich Bags \$10.35

Pon: Cleaner w/ Bleach \$50.59; Pot and Pan Detergent \$64.96; Bleach \$11.73; Floor Cleaner \$69.18; Paper Towel Dispenser \$19.84; Medium Serving Gloves \$3.49; Brown Paper Bags \$10.33

Frozen/Chilled Meat Items:

Lacassigne: Mini Corn Dog Nuggets \$19.90; 8 Piece Chicken \$81.10; Beef Patties \$88.10; Ground Beef \$79

Diamond: Large Eggs \$36.60; Breakfast Bagel \$41.91; Salisbury Steak \$68.97; Meatballs \$20.68; Meatloaf \$39.38; Breakfast Pizza \$40.77; BBQ Sauce \$42.88; Fish Patties \$50.17

Pon: Breakfast Wrap \$39.74; Chicken Wings \$106.30; Chicken Chunks \$104.88; Smoked Sausage \$17.68; Breakfast Bites \$67.39; Sausage and Waffle Sandwich \$67.16; Turkey Franks \$31.45; Ham and Cheese Croissant Sandwiches \$81.48; Beef Chili w/out Beans \$68.98; Sausage and Pancake Sandwich \$73.21; Pulled Pork \$30.28; 4 Cheese Pizza \$69.68; Pepperoni Pizza \$71.33; Sliced Ham \$33.38; Mac and Cheese \$62.30; Chicken Nuggets \$30.33; Chicken Patty \$91.34; Diced Chicken \$24.82; Bacon Scramble \$49.13; Baked Potato Soup \$54.69

Dry Goods:

Pon: Corn \$23.42; Small Waters \$6.54; Vanilla Extract \$1.74; Light Brown Sugar \$25.79; Nutmeg \$6.65; Red Pepper \$2.53; Granulated Garlic \$3.79; Chili Powder \$2.93; Cinnamon \$3.16; Soymilk \$15.81; Salsa \$28.72; Toaster Treats Fudge and Strawberry \$30.97; Ind Mustard \$6.13; ind Mayo \$7.46; Flamin Hot Sweet Snack Mix \$34.08; Corn Chips \$15.88; Cereal \$19.19; butter Substitute \$32.31; Pan and Food Spray \$20.90; Ind BBQ \$9.13; Baking Powder \$65.12; Au Gratin Potato Casserole \$54.64; Tortillas \$25.87

Diamond: Diced Peaches \$39.44; Sliced Peaches \$38.62; Diced Pears \$38.42; Pear Halves \$39.62; Large Water 4.14; Sugar \$26.72; Salt \$12.62; Jambalaya Base w/ Roux \$80.12; Gumbo Base w/ Roux \$41.44; Flavoring and Browning Sauce \$89.44; Slush Drinks \$22.44; Popped Rice Treats \$28.19; Sweet Potatoes \$33.49; Salad Oil \$39.22; Granulated Onion \$3.76; Mayo \$22.10; Mustard \$12.32; Lemon Juice \$25.44; Jelly \$7.34; Flour \$22.77; Fruit and Vegetable Drinks \$8.92; Ind Hot Sauce \$4.32; Instant Potatoes \$42.33; Ind Ranch Dressing \$6.72; Vegetarian Beans \$31.22; Green Beans \$24.84; Baking Soda \$15.44; Chips \$24.12

Lacassigne: Vinegar \$8.28; Black Pepper \$4.81; Cumin \$4.10; Red Beans \$23.50; Sliced Carrots \$23.45; Gluten Free Brown Gravy Mix \$29.10; Ind Ketchup Packets \$14.44

Lamm: Cream of Mushroom Soup \$31.90; Pineapple Tidbits \$25.80; English Peas \$26;
Mandarin Oranges \$23.80
Cebev LLC: Iced Teas \$11.95
Cajun Wholesale: Spicy Salt Free Cajun Seasoning \$89.59

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- B. Insurance - David Doise, Chairman
- C. Building & Grounds - Terry Leger, Chairman
- D. Policy- Phillip Arceneaux, Chairman
- E. **TRANSPORTATION COMMITTEE CHAIRMAN, GREG BORDELON, CHAIRMAN, THAT THE SCHOOL BOARD:**
 - 1. Grant permission to purchase 3 new 71 passenger Bluebird buses to phase out 25 year old buses that will be expiring this year. Purchase will be on State contract from Ross Bus Sales at a cost of \$81,293.30 each. The total cost for the 3 buses is \$243,879.90. To be paid from 2020-21 budget.

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- F. 16th Section-Charles Bruchhaus, Chairman
- G. Ward II (Ad Hoc) - Donald Dees, Chairman
- H. Legislative Liaison - Donald Dees, Chairman
- I. Food Service Committee - Malon Dobson, Chairman

VII. SALES TAX REPORT - Amber Hymel, Tax Collector.

VIII. NEW BUSINESS:

- 1. Accept the renewal option of Miguez Funeral Home to exercise their option to renew their Lease Agreement for an additional five years. This is per the terms of the Lease Agreement from May, 2015, which has a option of a five year renewal.

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***** ADDENDUM TO NEW BUSINESS**

- 1. Grant permission to Child Nutrition Program to declare a Beverage Air Milk Cooler (red tag #0467) at LAE as surplus and send to the next available public auction.

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IX. INFORMATION

- 1. Condolences are extended to the families of:
 - A. Kenneth Istre, Teacher who retired in 1996 with 30 years of service.
 - B. Sharon Deshotel, Teacher who retired in 2002 with 20 years of service.

***** ADDENDUM TO INFORMATION**

1. As announced earlier this week, the Governor of Louisiana issued new rules related to the COVID 19 pandemic.
58-JBE-2020 provides for the newly released Phase 1 rules. The Proclamation removes the prior 10 person gatherings limit and substitutes it with a limitation of "25% of the total occupancy as determined by the State Fire Marshal, counting both the number of employees and members of the public present in the building at one time."

59-JBE-2020 provides for governmental issues, such as meetings (Section C). It begins by providing that "all...political subdivisions shall continue to provide for attendance at essential governmental meetings via teleconference and such attendance shall be allowed during the pendency of the emergency". However, later on in Section C, it provides, "before any meeting conducted pursuant to this section, the ... political subdivision of the state shall first provide written certification that it will otherwise be unable to operate due to quorum requirements."

The way the two Proclamations are written, each public body will need to evaluate its own circumstance. There to be two ways to make the determination:

1. Determine 25% of the meeting room occupancy limit set by the Fire Marshal – If a quorum of the public body, plus essential meeting staff exceeds 25% of the occupancy limit for the meeting room, then the certification can still be issued and the public body can still conduct its meetings virtually.
2. Members of the public body that fall within the high risk category and still fall under the more stringent stay at home guidance – If a majority of the membership of the public body fall into the high risk category and thus the more stringent stay at home provisions, then the certification can still be issued and the public body can still conduct its meetings virtually.

Jefferson Davis School Board is unable to hold a regular finance meeting on May 19th and a regular School Board meeting on May 21st due to our unique circumstances and inability to meet both of the above conditions for conducting regular public meetings. The capacity limitations of the small school board room paired with the 25% state occupancy limitations will not allow the board to convene with an appropriate quorum of school board members and essential employees. Also the largest majority of the School Board members and required school personnel for these meetings are in the identified high risk categories and must adhere to the more stringent stay at home provisions. This inability to safely meet these meeting conditions requires the Jefferson Davis School Board to utilize teleconference options to conduct the meeting and allow for public input during this pandemic period.

X. PERSONNEL CHANGES

A. Personnel appointments as determined by the Superintendent:

1. Name Pamela Yeates, Accounting Department Bookkeeper, effective ASAP, re: Anna Comeaux retirement/Katie Kershaw transfer.

B. Personnel changes:

APPOINTMENTS

- 1. Jacqueline Solomon, LHS CSR Teacher, 05/11/20, re: Rachelle Trahan transfer.

TRANSFERS

- 1. Rachelle Trahan, LHS CSR Teacher to LHS ELA/SS Teacher, 08/11/20, re: Evadine Ardoin retirement.
- 2. Jamie Knight, HHS Teacher to HHS Teacher to HHS SPED Teacher, 08/11/20, re: funding source/new position
- 3. Angie Bech, EMC Title I/II Supervisor to EMC Supervisor of Federal Programs/Title I Supervisor, 07/01/20, re: Margaret Guillory retirement.
- 4. Elizabeth Guidry, WAR SPED Teacher to LAHS Teacher, 08/11/20, re: Megan Boudreaux resignation.

MATERNITY LEAVES/ EXTENDED MEDICAL MATERNITY

- 1. L. Self, JWES Teacher, 08/04/20 to 09/15/20.

RESIGNATIONS

- 1. Megan Boudreaux, LAHS FACS Teacher, 05/22/20.

RETIREMENTS

- 1. Junilla D. Byrne, EES Teacher, L. Louviere, JHS Teacher, 05/23/20, with 20 years of service.
- 2. Anna Comeaux, Central Office Bookkeeper, 07/01/20, with 27.5 years of Service.
- 3. Sharon Gilbeaux, JES Librarian, 03/31/20, with 21.5 years of service.
- 4. Donna Moore, JHS Assistant Principal, 07/01/20, with 25 years of service.
- 5. Ruby Gant, WEIC Paraprofessional, 06/01/20, with 15 years of service.

CORRECTION

- 1. Christine Brewster, JWES SPED Teacher, retiring with 34.5 years not 31.

XI. SUPERINTENDENT’S COMMENTS NOT REQUIRING BOARD ACTION

XII. EXECUTIVE SESSION

A. Motion to enter into Executive session.

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B. Motion to resume in regular session.

XIII. 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, MAY 20, 2020 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.
