

**JEFFERSON DAVIS PARISH SCHOOL BOARD
FEBRUARY 17, 2022**

The Jefferson Davis Parish School Board met in Regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, February 17, 2022, at 6:00 p.m., with the following School Board members present: President, James Segura, Members, Vice-President, Paul Trahan, Phillip Arceneaux, Greg Bordelon, Jason Bouley, Charles Bruchhaus, Donald Dees, Malon Dobson, Denise Perry, Terry Leger and Paul Trahan. Absent: David Doise (virtual) and David Capdeville
Legal Counsel Present: Assistant District Attorney, Stacey Naquin.

The meeting was called to order by President Segura.

An invocation by Mr. Richard Edwards, followed by the Pledge of Allegiance to the U.S. flag led by Ryan Reed, Julieann Reed, Mary Reed and Caroline Reed, children of employees, David & Stephanie Reed.

Roll call was done by Mrs. Abshire. Mrs. Abshire verified that there was one request for the virtual link and one request by Richard Edwards for public comment.

Motion by Mr. Bouley, seconded by Mr. Singletary and unanimously carried to approve the School Board minutes of the Special Meeting on January 13, 2022 and the Regular Meeting January 20, 2022.

Motion by Mr. Dees, seconded by Mr. Bordelon and unanimously carried that the Board call for a vote to take care of items of business not listed on the original agenda or to change the order of topics to be addressed.

RECOGNITION OR PRESENTATIONS:

Mr. Ronnie Petree with the Jefferson Davis Parish Economic Development Board and Mr. Robert Wege, representing Louisiana Spirits (Bayou Rum) in Lacassine talked to the Board concerning the 2020 ITEP exemption status and the company's new management and efforts to expand in JDP.

Motion by Mr. Singletary and seconded by Mr. Leger to approve accepting payment of \$5,894.05 from Louisiana Spirits for the 2020 ITEP exemption payment. Motion by Mr. Bordelon and seconded by Mr. Bouley and unanimously carried, to approve accepting payment of \$4,500.00 from Louisiana Spirits for the 2020 ITEP exemption payment. Vote on original motion as amended unanimously carried.

FINANCE COMMITTEE:

The following recommendations were made by Mr. Paul Trahan, Finance Committee Chairman, that the School Board:

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Grant permission to renew the contract of Forethought Consulting, Inc., for our Policy Updating Service, beginning March, 2022 and ending February, 2023, to cost \$4,200.00, with the highlighting option. (Same cost as last year). Motion seconded by Mr. Dobson and unanimously approved.

Grant permission to JHS to accept the following donations:

1. Softball team \$1,849.00 from Softball Booster Club. Funds to be used for team Expenses.
2. Baseball team \$2,000.00 from Baseball Booster Club. Funds to be used for team expenses.
3. Football Team \$4,171.44 from Jennings Quarterback Club. Funds used to cover cost of charter buses used to travel to Sterlington game.

Motion seconded by Mr. Dees and unanimously approved.

Grant permission to WHS to accept the following donations:

1. Baseball team \$750.00 from WHS Baseball Backers. Funds to be used for equipment and supplies.
2. Baseball team \$1,050.00 from Garret Farms (\$300.00) and WHS Baseball Backers (\$750.00). Funds to be used for equipment and supplies.

Motion seconded by Mr. Bouley and unanimously approved.

Grant permission to HHS to accept the following donations:

1. \$25,000.00 from Alaska Community Foundation - requested by Mr. Thomas Levy - grandfather of a HHS student. Funds to be used to support general student and faculty needs.
2. Basketball team \$300.00 from Faster Cajun, LLC. Funds to be used for travel and other related expenses.

Motion seconded by Mr. Bruchhaus and unanimously approved.

Grant permission to Danielle Simien, Curriculum Coordinator to purchase 52 DELL 5060 computers and graphic cards from 2ndGear (TIPS/TAPS National Contract) This is to upgrade business labs at WHS and JHS to support statewide credentialing for students. Earning statewide credentials will benefit the school and districts accountability as well as assist students in satisfying graduation requirements necessary for their Jumpstart pathway. The total for this purchase will be \$36,364.00 to be paid out of Carl Perkins and Career Development Funds. Motion seconded by Mr. Leger and unanimously approved.

Grant permission to Laurie Duhon, Technology Coordinator renew our three-year web-filtering contract with Linewize (Family Zone) for a total (3-year) contract price of \$38,087.00 (\$12, 695.67 annually). This is a decrease from our current annual pricing (\$15, 570.00) with Linewize (Family Zone) of \$2,874.33 per year for a total decrease of

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\$8,623.00 over the three contract years. Our current contract expires on March 27, 2022. Other product evaluation and pricing received from the following:

Netspective - \$21,160.00 annually

Content Keeper - \$56,404.63 (three-year or contract pricing) \$18,801 annually

K12 USA - Secure School - \$21,330.00 (three-year contract pricing) - \$7,110 annually

Although this company's pricing is lower, the following features we currently have are not available with this product:

1. Classroom Management Feature - Currently used at WEIC for student online activity management SSL Encryption - This is a critical security protection feature that is not offered by this company.
2. Safe Search - This is critical to student protection from harmful web content & CIPA (Child Internet Protection Act) compliance mandated by E-Rate Digital Citizenship/Parent Awareness Package - Our current web filtering company provides this service to us free of charge.
3. Real-Time Red Flag Reporting - This is extremely critical to monitor and control student search history in relation to CIPA compliance. Our current filtering company provides real-time red flag alerts, which allows us to contact schools immediately for student safety.

Motion seconded by Mr. Bordelon and unanimously approved.

Grant permission to the Superintendent to have the Architect of record commence pre-bid work to include but not limited to planning, construction drawing, advertisements for bid and pre-bid meetings on Hathaway High School renovation for restrooms to be paid from District #3 Maintenance Fund Contingency. Motion seconded by Mr. Bruchhaus and unanimously approved.

Grant permission to the Superintendent to have the Architect of record commence pre-bid work to include but not limited to planning, construction drawing, advertisements for bid and pre-bid meetings on roof repairs/renovations for all Jefferson Davis School Buildings. To be paid from the Natural Disaster Fund. Motion seconded by Mr. Leger and unanimously approved.

Grant permission to the Superintendent to have Safeworks and/or Architect of record commence pre-bid/RFP work to include but not limited to planning, construction drawing, advertisements for bid and pre-bid meetings on Air Quality / Environmental work for all Jefferson Davis School Buildings. To be paid from the Natural Disaster Fund and or CEA with State Treasury up to \$500,000 if state approves. Motion seconded by Mr. Bouley and unanimously approved.

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Grant permission to contract for a part-time school nurse to assist with increasing numbers of young students with diabetes that require blood sugar monitoring and insulin medication. To be paid from General Fund. Motion seconded by Mr. Dees and unanimously approved.

Grant permission to JHS to accept the following donations:

1. JHS Tennis team \$307.53 from Jennings Tennis Boosters. Funds to be used to cover cost of equipment.

Motion seconded by Mr. Dobson and unanimously approved.

Grant permission to WHS to accept the following donations:

1. WHS Tennis program \$500.00 from WHS Baseball Backers.
Funds to be used towards equipment and supplies for the tennis team.

Motion seconded by Mr. Bouley and unanimously approved.

Authorize the payment of \$62,272.30 to Champeaux, Evans and Hotard for architectural services for the JES Playground Equipment Package - Part B. To be paid from WARD II New construction. Motion seconded by Mr. Dees and unanimously approved.

Grant permission to proceed with accepting the roof quote from Dale Leger in the amount of \$15,900.00 to replace, repair and inspect the cafeteria roof at Hathaway High School. Other quotes from David Duplechain (\$15,990.00) and Morcore Roofing (\$16,635.00). To be paid from Natural Disaster Fund. Motion seconded by Mr. Dees and unanimously approved.

Grant permission to LAES to accept the following donation:

1. Special Education Teachers -\$1,400.00 from the Knights of Columbus. Funds to be used for needs/activities of special education students.

Motion seconded by Mr. Dees and unanimously approved, with Mr. Bordelon recused from voting.

Grant permission to Rory Myers, Curriculum Supervisor/District Test Coordinator to pay in accordance with the 2021-2022 MOU with LDOE for ACT/WorkKeys Testing Fees for the amount \$10,726.88 (75% of the estimated total \$14,302.50). ACT is a test which directly affects School and district performance scores. To be paid from the General Fund. Motion seconded by Mr. Leger and unanimously approved.

Accept the best quote of Guillory Construction, Inc., in the amount of \$24,806.25 for construction of concrete repairs at School Board Central Office- to tear out old asphalt, replace the entrance and replace the grass area adjacent to the cement walkway that transitions from sidewalk to parking lot. Other quote received from TRIP'S Concrete

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Works (\$31,000.00). Other quote requested from Melvin Adams but not submitted. To be paid from the General Fund. Motion seconded by Mr. Arceneaux and unanimously approved.

TRANSPORTATION COMMITTEE:

The following recommendations were made by Mr. Greg Bordelon, Transportation Committee Chairman, that the School Board:

Grant permission to purchase on State Contract (2) new 2022 71 passenger Bluebird Vision diesel buses at a cost of \$94,036.84 each and one new 2022 65 passenger Bluebird Vision diesel bus with lift for special needs students at a cost of \$121,361.76. The total cost for the 3 buses is \$309,435 which will be paid from 2022-23 General Fund budget. Motion seconded by Mr. Leger and unanimously approved.

Declare the following buses surplus and allowed to be scrapped as per the DERA Rebate Program.

1. Bus 251 VIN# 1HBBAAM71H411189
2. Bus 252 VIN# 1HBBAAM71H411188
3. Bus 267 VIN# 4DRBUAFP77A488564

Motion seconded by Mr. Bouley and unanimously approved.

Declare it an emergency to repair bus 288, 2015 Blue Bird, due to a second Catalytic Converter theft at a different location. Repairs not to exceed \$15,000 to be paid from the General Fund. Motion seconded by Mr. Trahan and unanimously approved.

Declare it an emergency to repair A-18 LAHS activity bus, 2009 Blue Bird, due to Catalytic Converter theft. Repairs not to exceed \$12,500 to be paid from the General Fund. Motion seconded by Mr. Dobson and unanimously approved.

WARD II COMMITTEE:

The following recommendations were made by Mr. Phillip Arceneaux, Ward II Committee Chairman, that the School Board:

Consider the purchase of playground equipment for the new Jennings Elementary School from Play & Park Structures in the amount of \$788,195.92. To be purchased on TIPS contract. To be paid from WARD II New construction. Motion seconded by Mrs. Perry and unanimously approved.

The following committees had no reports to present:

Insurance - Malon Dobson, Chairman

Policy - Jody Singletary, Chairman

16th Section - Charles Bruchhaus, Chairman

Legislative Liaison - Donald Dees, Chairman

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**Long Range Planning - Donald Dees, Chairman
Food Service - Terry Leger, Chairman**

The Sales Tax report was given by Mrs. Amber Hymel, Tax Collector.

NEW BUSINESS:

Motion by Mr. Trahan, seconded by Mr. Singletary and unanimously carried to approve the following non-faculty coaches for the 2021-22 school year upon completion of LHSAA coaching course certification and Board policy requirements.

1. Mark Hanks, WHS Softball
2. Skip Pickle, WHS Softball

Motion by Mr. Bouley, seconded by Mrs. Perry and unanimously carried to grant permission to the Superintendent or his designee, to employ contractors, painters & part-time summer workers, to be paid from each school's maintenance account, General Fund and/or the Natural Disaster Fund.

Motion by Mr. Arceneaux, seconded by Mrs. Perry and unanimously carried to grant permission to amend the 2021-22 School calendar to designate Friday, June 17, 2022 as a public holiday that all locations will be closed in observance of Juneteenth Day.

Motion by Mr. Bouley, seconded by Mr. Singletary and unanimously carried to approve the following out-of-state travel:

1. FES 7th and 8th grade Science students, teacher and chaperones to travel to Houston, TX on 4/01/22 to the Houston Space Center. At no cost to the Board.
2. EHS FFA students, teacher and chaperones to travel to Houston, TX on 03/19/22 and 03/20/22 to the Houston Rodeo and . At no cost to the Board.
3. EHS 10th grade English III students, teacher and chaperones to travel to The Lutcher Theater in Orange, TX on 02/17/22. At no cost to the Board.
4. WHS Band students, teacher and chaperones to travel to San Antonio, TX on 02/10/22 to 02/12/22 to attend the Music Educators Convention. At no cost to the Board.

Motion by Mr. Dees, seconded by Mr. Leger and unanimously carried to approve the Food Service Procurement Calendar for 2022-2023 fiscal year which provides for the purchase of fluid milk and milk products, paper and cleaning items, frozen chilled

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items, canned goods, cereal, grain products, and other shelf stable goods in the Parish Schools.

Annual 2022-2023 Child Nutrition Program Procurement Calendar

The following calendar identifies the general items to be bid, the date, and the time of the bid openings for the 2022-2023 School Year for the Jefferson Davis Parish School Board Child Nutrition Program. All bids will be opened for reading only at the Food Service Warehouse located at 1627 Wilbert D. Rochelle Avenue in Jennings, LA at 10:00 am on the specified bid opening day. The public is invited to attend all bid openings. Invitations to bid, instructions, and specifications for any bids listed below may be obtained from the Child Nutrition Program located at the above address or by contacting the office at (337) 824-1969.

<u>ITEMS TO BE PROCURED</u>	<u>BIDS TO VENDORS</u>	<u>PURCHASING PERIOD</u>	<u>BID OPENING</u>	<u>BID AWARD</u>
Fluid Milk & Milk Products	March 7, 2022	School Year	April 14, 2022	May 12, 2022
Bread & Bread Products	March 7, 2022	School Year	April 14, 2022	May 12, 2022
Paper and Cleaning Items	March 7, 2022	School Year	April 14, 2022	May 12, 2022
Chilled/Frozen Fruit Juices, Bakery Items, Vegetables	March 7, 2022	School Year	April 14, 2022	May 12, 2022
Chilled/Frozen Meat Items	March 10, 2022	School Year	April 28, 2022	May 12, 2022
Canned Goods, Cereal, Grain Products, Other Shelf Stable Goods	March 10, 2022	School Year	April 28, 2022	May 12, 2022

The Jefferson Davis Parish School Board Child Nutrition Program is funded approximately 51% with federal funds for a total of approximately \$3.3 million per year. Publication Dates: March 2, March 4, and March 6, 2022. This was adopted by the Jefferson Davis Parish School Board at the February 17, 2022 meeting.

Motion by Mr. Trahan, seconded by Mr. Arceneaux and unanimously carried to adopt the following resolution regarding the Jefferson Davis Parish School Board Cafeteria Plan.

**RESOLUTION OF THE JEFFERSON DAVIS PARISH SCHOOL BOARD
BOARD OF
DIRECTORS FOR THE ADOPTION OF THE JEFFERSON DAVIS PARISH
SCHOOL BOARD CAFETERIA PLAN**

On this date, the JEFFERSON DAVIS PARISH SCHOOL BOARD Board of Directors did meet to discuss the implementation of JEFFERSON DAVIS PARISH SCHOOL BOARD Flexible Benefits Plan to be effective, 3/1/2022. Let it be known that the following resolutions were duly adopted by the JEFFERSON DAVIS PARISH SCHOOL BOARD Board of Directors and that such resolutions have not been modified or rescinded as of the date hereof; RESOLVED, that the form of Cafeteria Plan, as authorized under Section 125 of the Internal Revenue Code of 1986, presented to this meeting is hereby adopted and approved and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Plan Administrator one or more copies of the Plan.

RESOLVED, that the Plan Year shall be for a period beginning on 3/1/2022 and ending 2/28/2023.

RESOLVED, that the Employer shall contribute to the Plan amounts sufficient to meet its obligation under the Cafeteria Plan, in accordance with the terms of the Plan Document and shall notify the Plan Administrator to which periods said contributions shall be applied.

RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify employees of the adoption of the Cafeteria Plan by delivering to each Employee a copy of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned certifies that attached hereto as Exhibits A and B respectively are true copies of the Plan Document, and Summary Plan Description for JEFFERSON DAVIS PARISH SCHOOL BOARD's Flexible Benefits Plan approved and adopted in the foregoing resolutions.

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The undersigned further certifies and attests that the above resolutions were made with the consent of the full Board of Directors, each of whom were in attendance on this date:

Signature/Title

Date

Motion by Mr. Bruchhaus, seconded by Mrs Perry and unanimously carried to approve the following non-faculty coaches for the 2021-22 school year upon completion of LHSAA coaching course certification and Board policy requirements.

1. Cory Louviere, HHS Jr. High and High School boys and girls track.

Motion by Mr. Leger, seconded by Mr. Arceneaux and unanimously carried to approve the following out-of-state travel:

- A. JHS FFA students, teacher and chaperones to travel to Houston, TX on 03/17/22 to the Houston Rodeo. At no cost to the Board.

INFORMATION

1. Condolences are extended to the family of:
 1. Margaret Bond, WAR Teacher, who retired in 2015 with 30 years.
 2. Arlene Foreman, LHS Pre-K Para, who retired in 2021 with 19 years of service.
 3. Grace Tahan, LAE Cafeteria Tech, who retired in 1986, with 21 years of service.
2. The LSBA 2022 annual convention will be held at the Crowne Plaza in Baton Rouge on March 6-8, 2022. Please let Mrs. Debbie know if you would like to register to attend.
3. The Jefferson Davis Parish School Board Members 2022 Spring Strategic Planning Meeting will be on Thursday, March 24, 2022 at 6:00 p.m. at Abshire Camp.
4. School Board President Segura has made revision to the 2022 School Board committees:

FINANCE COMMITTEE - PAUL TRAHAN, CHAIRMAN
Malon Dobson, Phillip Arceneaux, Donald Dees, Charles Bruchhaus, Jody Singletary and Jason Bouley.

POLICY COMMITTEE - JODY SINGLETARY, CHAIRMAN
Malon Dobson, Phillip Arceneaux, Denise Perry and Jason Bouley.

INSURANCE - MALON DOBSON, CHAIRMAN
Donald Dees, Charles Bruchhaus, Paul Trahan and Terry Leger.

BUILDINGS & GROUNDS - DAVID DOISE, CHAIRMAN
Malon Dobson, Phillip Arceneaux, Paul Trahan and Terry Leger.

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TRANSPORTATION - GREG BORDELON, CHAIRMAN

Malon Dobson, Denise Perry, Paul Trahan and Jason Bouley.

16TH SECTION - CHARLES BRUCHHAUS, CHAIRMAN

David Capdeville, Jason Bouley, Jody Singletary and Terry Leger.

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

Denise Perry, Donald Dees, David Capdeville, James Segura and David Doise.

LEGISLATIVE LIAISON - DONALD DEES

LONG RANGE PLANNING - DONALD DEES, CHAIRMAN

Greg Bordelon, Phillip Arceneaux, David Doise, Charles Bruchhaus and Jody Singletary.

SCHOOL FOOD SERVICE - TERRY LEGER, CHAIRMAN

Greg Bordelon, Denise Perry, Jody Singletary and Jason Bouley.

PERSONNEL CHANGES

Personnel appointments as determined by the Superintendent:

1. Name **AARON TRAHAN**, JES Administrative Assistant, effective 2/2/22, re: Lisa Juneau promotion.

B. Personnel changes:

APPOINTMENTS

1. Angieara Johnson, LHS Cafeteria Tech, 01/24/22, re: Debbie Johnson transfer.
2. Charles LeGros, JHS Custodian, 01/19/22, re: Flora Mixon retirement.
3. Maghon Conner, WES SPED Para, 02/01/22, re: new position.
4. Ashley Pinch, WES SPED Para, 02/01/22, re: new position.
5. Jimmy Melanson, FES Long term Sub Teacher, 02/09/22, re: A. Dupree.
6. Trisha Boudreaux, JHS part-time Clerical, 02/02/22, re: Nikki Miller transfer.
7. Lisa Duplechin, WEIC Clerical Aide (9.5), 02/07/22, Marilyn Guillory retirement.
8. Kimberly Lopez, JWES Cafeteria Tech, 02/07/22, re: Kyasha Lewis resignation.
9. Adella Miller, JWES Cafeteria Tech, 02/21/2022, re: Michelle Lewis resignation.
10. Kimberly Fawcett, JES temporary full-time Title I Para, 02/14/22 to 05/26/22, re: new position.
11. Katie Vincent, LAHS French Teacher, 02/09/22, re: Olivier Paquette Resignation.
12. Samantha Collins, LAHS SPED Teacher, 01/14/2022, re: Chad Lavergne resignation.

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TRANSFERS

1. Lauren Bertrand, HHS General Fund Teacher to CSR Teacher Title II Federal Funds, effective 2021-22 school year, re: Brittany Ridout Transfer to General Fund.
2. Debbie Johnson, LHS Cafeteria Tech to LAHS Cafeteria Tech, 01/12/22, re: Lorrie Buller retirement.
3. Brittany Ridout, HHS CSR Teacher to HHS General Fund Teacher, effective 2021-22 school year, re: Fund change.
4. Troy Miller, Computer Tech I/Tech Center to Computer Tech II/Tech Center, 01/15/22, re: Passed Core 1 Certification.
5. Tamra Langley, WES Title I part-time Para to WES Title I full-time temporary Para, 02/14/22, re: new position.

LEAVES

1. M. Lewis, Cafeteria Tech, 01/03/22 to 03/03/22.
2. H. Solari, LAES Teacher, 11/30/21 to 01/28/22.
3. T. Stallion, WHS Teacher, 11/17/21 to 01/03/22 and 01/05/22, 01/07/22, 01/13/22 and 01/20/22.
4. V. Bertrand, HHS Teacher, 01/28/22, 01/28/22.
5. C. Rubin, JWES Cafeteria Tech, 02/07/22 to 03/18/22.
6. N. Marcantel, WES Teacher, 01/20/22 to 02/14/22.
7. A. Dupree, FES Teacher, 01/25/22 to 03/01/22.
8. S. Esthay, JWES Para, 02/15/22 to 03/29/22.

MATERNITY

1. A. Fontenot, Central Office Assistant Accountant, 03/09/22 to 04/29/22.

RESIGNATIONS

1. Haley Neal, HHS Cafeteria Tech, 02/07/22.
2. Michelle Lewis, JWES Cafeteria Tech, 01/31/22.
3. Christopher P. O'Brien, Jennings Schools Bus Driver, 02/28/22.

RETIREMENTS

1. Sable Broussard, Computer Tech, Warehouse/Tech Center, 04/01/22, with 20 years of service.
2. Jacqueline Pitre, Welsh Schools Bus Driver, 05/26/22, with 26 years of Service.
3. Martha Phelps, JES Assistant Principal, 04/01/22, with 31.8 years of service.
4. Carla T. Young, JES Teacher, 05/27/22, with 29 years of service.
5. Mary Elaine Comeaux, FES Teacher, 03/01/22, with 43 years of service.

CORRECTIONS

1. Flora G. Mixon, JHS Custodian, change retirement date from 12/30/21 to 12/31/21.

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SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION

ADJOURN

There being no other business to come before the Board, it was moved by Mr. Bouley, seconded by Mr. Leger and unanimously carried, to adjourn.

/s/ James Segura, President

ATTEST:

/s/Kirk Credeur, Secretary/Superintendent

Note: Items purchased by quotes or bids may be reviewed at the School Board office during normal business hours. All policies can be reviewed at any facility under the jurisdiction of the Jefferson Davis Parish School Board.