

JEFFERSON DAVIS PARISH SCHOOL BOARD
MARCH 15, 2018

The Jefferson Davis Parish School Board met in regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, March 15, 2018 at 6:00 p.m., with the following School Board members in attendance: President, Phillip Arceneaux, Vice-President, David Troutman, Members, Greg Bordelon, Jason Bouley, Vickie Buller, Charles Bruchhaus, David Capdeville, Donald Dees, David Doise, Malon Dobson, Robert Menard, James Segura and Jody Singletary. Absent: None.

The meeting was opened by President Arceneaux, with an invocation by Miss Kenzie Brassell, 5th grade Jefferson Davis Parish Student of the Year from Lacassine, followed by the Pledge of Allegiance to the U.S. flag led by Mr. Singletary.

Motion by Mr. Bordelon, seconded by Mrs. Buller and unanimously carried to approve the School Board minutes of the regular meeting on February 8, 2018.

Motion by Mr. Singletary, seconded by Mr. Dees 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/PRESENTATIONS:

Suzanne Doucet, James Ward Elementary Principal, Mandy Segura, Teacher and students, Deimone Guidry, Kyson Daniel, Camille Murray and Addison Finley addressed the Board to invite them to the Leader In Me 2018 Leadership Day on April 20, 2018.

Mr. Doise arrived to meeting.

FINANCE COMMITTEE:

The following motions were made by Mr. David Troutman, Finance Committee Chairman, that the School Board:

Grant permission to Jennings High Baseball to accept a \$1,500.00 donation from the Bulldogs Diamond Booster Club. Funds to be used for field expenses. Motion seconded by Mr. Segura and unanimously carried.

Grant permission to Welsh High School Baseball to accept a \$200 donation from Cody Seller (Peto's I-10 LLC). Funds to be used to purchase supplies and defer travel expenses. Motion seconded by Mr. Bouley and unanimously carried.

Grant permission to Welsh High School girls Basketball to accept a \$50.00 donation from Greg & Diane Saulnier. Funds to be used to purchase supplies. Motion seconded by Mr. Bouley and unanimously carried.

Grant permission to Jennings High FFA Chapter to accept a \$2,500.00 donation from Monsanto Fund "America's Farmers Grow Communities". Funds used to teach and promote a positive impact in farm communities. Motion seconded by Mr. Dees and unanimously carried.

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Approve Budget Revision #1 to the 2017-2018 General Fund and Special Revenue - Maintenance Funds as presented by the Director of Finance. Motion seconded by Mr. Menard and unanimously carried.

Accept the proposal from Mike Gillespie, CPA, APAC for the Financial Audit Services contract for the eternal audits and all related services for the three-year period beginning with the 17-18 audit and ending with the 19-20 audit for a total cost of all three years of \$136,500.00 as requested by the Director of Finance. Another offer was received from J. Aaron Cooper, CPA, LLC for a total cost of \$138,000.00. Sealed quotes to the Audit Services contract were received on Wednesday, February 21, 2018. Motion seconded by Mr. Dees and unanimously carried.

Grant permission to James Ward Elementary to accept the following donations:

1. \$100.00 - Greg Marcantel / Spun Gold
2. Pencils - Guaranty Bank/ Home Bank
3. Caps and Tables - Shell Pipeline Co.
4. \$50.00 - Nathan Sonnier State Farm
5. \$100.00 - Advanced Family Eye Care
6. \$100.00 - Attorney Bill Riley
7. \$100.00 - Bubba Oustalet Automotive Group.

Donations to be used for student rewards for academics, attendance and behavior. Motion seconded by Mr. Dobson and unanimously carried.

Grant permission to Jennings High Band to accept a \$2,000.00 donation from Dr. Rachel David. Funds to be used to help defray uniform expenses and supplies. Motion seconded by Mr. Menard and unanimously carried.

Grant permission to Lacassine High to accept a \$500.00 donation from the Exxon Mobil Educational Alliance program. Thanks to Bayoumart for nominating LHS for this grant. Funds to be used for Math and Science. Motion seconded by Mr. Singletary and unanimously carried.

Grant permission to Lacassine High to accept the following donations from Cardinal Diamond Club:

1. Baseball - 1 junior high uniform and 1 high school uniform.
2. Softball - 1 junior high uniform and 1 high school uniform.

Motion seconded by Mrs. Buller, and unanimously carried, with Mr. Singletary recused from voting.

Bid was approved on November 17, 2016, to grant permission to Lacassine High to accept the bid of \$2,100,200.00, with Alternate #1 in the amount of \$27,600.00 and Alternate #2 in the amount of \$15,000.00 for a total of \$2,142,800.00 from Gunter Construction, Inc. for building addition to Lacassine High School - Phase 1. On 02/16/18, there was a change order made in the contract price due to changes made in the contract specifications. Change Order #3 reflects a decrease in the original bid of \$5,245.00. Change Order was due to addition of material and labor to set up and pour 22' x 9' sidewalk out of south door (\$2,530.00) and credit on lockers (-\$7,775.00). The contract sum, including the Change Order (#3), is \$2,150,152.25.

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Grant permission to approve the new contract sum of \$2,150,152.25. Motion seconded by Mr. Singletary and unanimously carried.

Bid was approved on April 12, 2017, granting permission to Lacassine High to accept the bid from Trahan Construction, LLC, for the Base Bid in the amount of \$848,000.00, plus Alternate #1 in the amount of \$69,600.00, plus Alternate #2 in the amount of \$205,900.00, plus Alternate #3 in the amount of \$39,300.00 for a total bid of \$1,163,700.00. On 02/16/18, there was a change order made in the contract price due to changes made in the contract specifications. Change Order #2 reflects an increase in the original bid of \$61,471.00. Change Order was due to 1) Add brick around both front columns located next to the brick arch at the front brick entrance area \$2,672.00; 2) Add door in Room 116 \$900.00; 3) Acrovyn 4000 .060" thick Wall Covering \$2,313.00; 4) Wash and Repaint the existing Walk Canopy at the front of the school \$5,143.00; 5) Add (13) additional analog cameras \$5,796.00; 6) Change out (2) AC units located on existing cafeteria roof and the electrical will consist of disconnecting the existing units for mechanical contractor to replace, provide and install new disconnect switch and flex connection, terminate final connections, \$28,392.00; 7) Window Sills \$1,761.00; 8) Hold Opens \$1,830.00; 9) Add (6) - 2 drawer file cabinets and (1) - 3 drawer cabinet below the existing countertop where the workers sit in office 101B \$4,192.00; 10) Add (40) each sound diffusion panels in the front office \$3,429.00; 11) Change the hardware on two doors \$1,608.00; 12) Add (1) LED flood light as per the attached document to the bus canopy. It will connect to the existing power supply and will be operated by a photo cell. \$980.00; 13) Extend contract for 30 day \$500.00; 14) Add outlet for fridge in office area, Remove existing single phase wiring from AC back to panel - pulled in new 3 phase wiring and added 3 pole 60 amp breaker in panel \$1,955.00; The contract sum, including the Change Order, is \$1,375,266.00. Grant permission to approve the new contract sum of \$1,375,266.00. Motion seconded by Mr. Bordelon and unanimously carried.

Approve a request from Lacassine High to accept the quote of \$19,596.00 from A+ Chemical Sales to paint 13,800 square feet of floors (1 prime coat, 1 pigment coat and 1 clear coat) in the two new buildings. To be paid from Maintenance #8. Motion seconded by Mr. Singletary and unanimously carried.

The following committees had no reports to present:

Insurance - David Doise, Chairman

Building & Grounds - James Segura, Chairman

POLICY COMMITTEE:

The following motions were made by Mr. Jody Singletary, Policy Committee Chairman, that the School Board the following new or revised policies stemming from the 2017 Legislative Session.

A. Industrial Tax Exemptions File: DFAA

This policy authorizes the School Board to evaluate applications for tax exemptions it may receive and to determine appropriate standards, criteria, and conditions under which an industrial tax exemption may be granted. Once the board finishes deliberations regarding any exemption

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per application, the board is required to adopt a resolution signifying its approval of the manufacturing project for which the exemption is sought, and any parameters to be included. The resolution is to be sent to the Governor and the Louisiana State Board of Commerce and Industry to become part of the contract approved by the Governor. (Revised March, 2018: Effective upon approval).

B. Use of School Facilities File: KG

Forethought Consulting cleaned up the language on page three. The intent of this policy did not change. (Revised March, 2018: Effective upon approval).

Motion seconded by Mr. Menard and unanimously carried.

Transportation- Greg Bordelon, Chairman

16th Section-Charles Bruchhaus, Chairman

Ward II (Ad Hoc) - Phillip Arceneaux, Chairman

Legislative Liaison - Donald Dees, Chairman

Food Service - Malon Dobson, Chairman

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

NEW BUSINESS:

Motion by Mr. Bordelon, seconded by Mr. Menard and unanimously carried to declare the following item as surplus and send to the next available auction:

- a. One Hobart Mixer Model - H 600 T; Serial #11-390-837; ML-33374; Volts - 230; Hz - 60; RPM - 1725, HP - 2; AMP -9.5; PH -1; MD - YH; TEMP - 40C AMB.

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

- a. Lacassine High FFA to travel to Houston, TX on 03/03/18 to attend the Houston Livestock Show and Rodeo. At no expense to the Board.
- b. Welsh Elementary Early ACT Club to travel to the Johnson Space Center in Houston, TX on 05/09/18. At no expense to the Board.

Motion by Mr. Dobson, seconded by Mr. Bordelon and unanimously carried to approve Curtis Dickens, as a non-faculty basketball coach at Lake Arthur High School for 2017-2018, upon completion of LHSAA coaching course certification and Board policy requirements.

Motion by Mr. Bordelon, seconded by Mr. Dobson and unanimously carried to approve Charles Benoit, as a non-faculty softball coach at Lake Arthur High School for 2017-2018, upon completion of LHSAA coaching course certification and Board policy requirements.

Motion by Mr. Menard, seconded by Mr. Bouley and unanimously carried grant permission to Superintendent Credeur to sign a Cooperative Endeavor Agreement for Practical Nurses between Jefferson Davis Parish School Board and Sowela Technical College.

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Motion by Mr. Singletary, seconded by Mrs. Buller and unanimously carried to approve Tommy Earl Baguex, as a non-faculty baseball coach at Lacassine High School for 2017-2018, upon completion of LHSAA coaching course certification and Board policy requirements.

Motion by Mr. Singletary, seconded by Mrs. Buller and unanimously carried to approve Christian T. Blair, as a non-faculty baseball coach at Lacassine High School for 2017-2018, upon completion of LHSAA coaching course certification and Board policy requirements.

Motion by Mrs. Buller, seconded by Mr. Doise and unanimously carried to approve the following out-of-state travel request:

- a. Fenton Elementary 4th, 6th and 7th grade students to travel to the Houston Museum of Natural Science in Houston, TX on Monday, May 7, 2018.
At no expense to the Board.

Motion by Mr. Dobson, seconded by Mr. Doise and unanimously carried accept the quote of Arthur J. Gallagher to be appointed the Agent of Record for Louisiana Workers Compensation Corporation on behalf of the Jefferson Davis Parish School Board for the next three fiscal years beginning July 1, 2018 and ending June 30, 2021 for a fixed negotiated service fee, net of premiums of \$5,000 per year, as recommended by the Superintendent and the Director of Finance. The School Board's previous agent of record for LWCC, Paul Spears of Regions Insurance, recently retired. Sealed quotes on this matter were opened February 28, 2018. Other sealed quotes received were from Daly Williams Agency for \$6,000 per year and Jeff Davis Insurance Agency for \$6,750 per year.

PERSONNEL CHANGES:

The following personnel changes are an Informational Item:

- A. Personnel appointments as determined by the Superintendent:
 1. **RODERICK WILLIAMS**, Lake Arthur Schools Bus Driver, effective as soon as possible, re: Remona Turner resignation.
 2. **JANE FONTENOT**, Hathaway High Custodian, effective as soon as possible, re: Mary Jones retirement.
 3. **STEPHON NIXON**, James Ward Elementary Custodian, effective as soon as possible, re: Matthew Broussard retirement.
 4. **KENNETH LANDRY** James Ward Elementary part-time Custodian, effective as soon as possible, re: Stephon Nixon transfer.
- B. Personnel changes:

APPOINTMENTS

1. Amber Tilton, Lacassine High Special Education Paraprofessional, effective 03/05/18, re: Denise McVicker
2. Paula Fruge, Lacassine High Speech Therapist, effective 02/26/18, re: Brittany Corbello resignation.
3. Phyllis Maynard, Hathaway High Cafeteria Tech, effective 03/08/18, re: Judy Corbello.

TRANSFERS

1. Robert Brown, Welsh High full-time Custodian to Welsh High part-time Custodian, effective 03/01/18, re: Lila Durio transfer.

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2. Lila Durio, Welsh High part-time Custodian to Welsh High full-time Custodian, effective 03/01/18, re: Robert Brown transfer.
3. Stephon Nixon, James Ward Elementary part-time custodian to James Ward Elementary full-time custodian, effective 02/26/18, re: Matthew Broussard retirement.
4. Joni Cormier, Jennings Elementary Cafeteria Tech to Elton Elementary Cafeteria Manager, effective 03/07/18, re: Bridget Fontenot resignation.

EXTENDED MEDICAL LEAVE

1. Kathy Briggs, Jennings Elementary Teacher, effective 02/21/18 to 05/28/18.
2. Leigh Gidlaw, Hathway High Teacher, effective 02/06/18 to 02/19/18.
3. Gabrielle Thibodeaux, Fenton Elementary Teacher, effective 02/01/18 to 05/16/18.
4. Hilda Abraham, Jennings High Paraprofessional, effective 02/14/18 to 03/01/18.
5. Candace S. Hebert, Hathaway High Teacher, effective 02/14/18 to 04/09/18.
6. Emelda Fontenot, West End Instructional Center Teacher, effective 03/05/18 to 06/01/18.
7. Joseph Riley, Jennings High Custodian, effective 03/23/18 to 06/01/18.
8. Christin LeGros, Central Office A/P Bookkeeper, effective 01/25/18 to 03/12/18.
9. Carrie Klein, Jennings High Teacher, effective 02/20/18 to 03/01/18.

MATERNITY

1. Erin Thibodeaux, Jennings High Teacher, effective 03/27/18 to 05/25/18.

LEAVE WITHOUT PAY

1. Lillian Smith, Lacassine High full-time Custodian effective 02/19/18.

RESIGNATION

1. Brittany Corbello, Lacassine High Speech Therapist, effective 02/23/18.
2. Judy L. Corbello, Hathway High Cafeteria Tech, effective 01/24/18.
3. Audrian Tyler, Lake Arthur High Custodian, effective 02/26/18.
4. Bridget Fontenot, Elton Elementary Cafeteria Manager, effective 03/06/18.
5. Doyle Carter, Elton High Coach/Teacher/Athletic Director, effective 05/31/18.

RETIREMENT

1. Karen Thevis, Welsh High Teacher, effective 05/26/18, with 33 years of service.
2. Gail Suire, Lake Arthur Elementary Cafeteria Tech, effective 06/30/18, with 13 years of service.
3. Shawn McNeilly, Jennings High Counselor, effective 06/09/18, with 33.5 years of service.
4. Mary Jane Riley, James Ward Teacher, effective 08/01/18, with 15 years of service.

INFORMATION

1. The 2018 Louisiana School Board Association Convention was held in Baton Rouge, LA from February 28 - March 2, 2018, with six Board Members, Mr. Credeur and Mrs. Sonnier attending.

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2. The Jefferson Davis Parish School Board Members 2018 Strategic Planning Meeting will be on Thursday, March 22, 2018 at 6:00 p.m. at Abshire Camp.
3. A reception honoring, Students of the Year, Teachers of the Year, Principals of the Year and Outstanding Support Employees of the Year was held at the Jennings High School Cafetorium, 2310 North Sherman Street in Jennings, Thursday, March 15, 2018, at 4:30 p.m.
4. Condolences are extended to the families of:
 - a. Yvonne Edwards, Counselor, who retired in 2011 with 46 years of service.
 - b. Gretchen Bonin, Teacher, who retired in 1991 with 20 years of service.

SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION-

EXECUTIVE SESSION

None.

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

/s/ Phillip Arceneaux, 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.