



**JEFFERSON DAVIS PARISH SCHOOL BOARD AGENDA**

**203 E. PLAQUEMINE STREET**

**JENNINGS, LOUISIANA**

**(337) 824-1834**

**THURSDAY, JANUARY 17, 2019 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, 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 DECEMBER 20, 2018.**

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. ELECTION OF 2019 SCHOOL BOARD PRESIDENT AND VICE-PRESIDENT.**

- A. Superintendent Credeur, School Board Secretary, calls for nominations for office of School Board President.
- B. School Board President, calls for nominations for office of School Board Vice-President.

**VI. BOARD COMMITTEE REPORTS:**

**A. FINANCE COMMITTEE - REQUESTS FROM THE FINANCE COMMITTEE, DAVID TROUTMAN, CHAIRMAN, THAT THE SCHOOL BOARD:**

- 1. Accept the financial audit report conducted by Mike B. Gillespie, CPA, for the fiscal year ended June 30, 2018 of the Jefferson Davis Parish School Board Audited Financial Statements & Audit Report, the School Board's appointed external auditor. The report features an unqualified opinion and one audit finding which the School Board is working to correct.

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- 2. Mrs. Laurie Duhon, Technology Coordinator, is seeking permission to enter contract negotiations with Conterra Networks for WAN Services for E-Rate Category 1 #FY 2019-2020. RFP closed on December 5, 2018, with

Conterra Networks submitting the only bid for WAN services for 18 sites in Jefferson Davis Parish.

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3. Mrs. Laurie Duhon, Technology Coordinator, is seeking permission to enter contract negotiations with Detel and General Informatics for E-Rate Category II #FY 2019-20 internal connections, installation, and cabling to strengthen the wireless infrastructure for parish schools with money remaining from the original 2015 Category II funding award. RFP closed on December 5, 2018, with bids received from both Detel and General Informatics. As Category II RFP requested line item unit prices for specific equipment, installation, and cabling, after scoring of bids by the scoring committee, Detel was awarded the contract for access points, switches, transceivers, stacking cables, and SFPP modules as General Informatics did not bid on these line items. General Informatics was awarded the contract for racks, cabling, APCs, fiber, and conduit.

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4. Grant permission to Danielle Simien, CTE Supervisor to purchase the following textbooks for students enrolled in classes for the Spring Semester at Sowela Technical Community College:
  1. ELEC 1220 (19 @ \$189.40)
  2. ELEC 1220 wkbks. (2 @ \$32.25)
  3. INST 1112 (12 @ \$226.70)
  4. INST 1112 wkbks (2 @ \$37.50)

The total cost for all textbooks/wkbks is \$6,458.50 to be paid for with CDF funds. These textbooks will benefit all Jeff Davis Parish students. These books will be collected at the end of the Spring semester to be reused if permitted for future students enrolled in these classes.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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5. Grant permission to JHS Baseball to accept a \$10,000.00 donation from Jennings Diamond Booster Club. Funds to be used to purchase new equipment and field maintenance for the upcoming 2019 season.

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6. Grant permission to JHS Band to accept a \$7,552.00 donation from Jennings Band Boosters. Funds to be used to help cover operating & travel expenses.

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7. Grant permission to LAES to accept a \$1,000.00 donation from the LAES PTO. Funds to be used to help purchase Chromebooks.

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**B. Insurance - David Doise, Chairman**

**C. Building & Grounds - James Segura, Chairman**

**D. POLICY COMMITTEE - REQUESTS FROM THE POLICY COMMITTEE, JODY SINGLETARY, CHAIRMAN, THAT THE SCHOOL BOARD ADOPT THE FOLLOWING NEW OR REVISED POLICIES:**

1. The following student policies are brought to you by Forethought Consulting resulting from the 2018 Louisiana Legislative Session.

**A. Tax and Bond Elections and Sales File: DFD**

Act 569 revised Title 39, Public Finance, regarding incurring debt and issuing bonds. Bonds may be sold at public or private sale aligning with the new statutes.

Act 569 will be effective July 1, 2021.

Act 486 also amended this policy by changing the minimum number of days required to advertise the time, date, and place of the meeting from thirty days to twenty days.

Act 486 became effective August 1, 2018.

**B. Purchasing File: DJE**

Act 306 clarifies that equipment can be purchased through a Qualified Group Purchasing Organization and that the price list shall become a public record when the purchase contract is executed with the Organization.

Act 306 became effective August 1, 2018.

LDOE revised the Federal Purchasing regulations for recipients of grant funds by raising the threshold levels for micro-purchases to \$10,000 and for small purchases to \$250,000 as noted in the Methods of Procurement Chart.

**C. Sexual Harassment File: GAEAA**

Act 270 revises this policy and requires administrative responsibilities. Annually, each employee and non-employee must receive a minimum of one hour of education and training on preventing sexual harassment from January 1-December 30. More training is required for supervisors and those that will investigate reports/complaints. Employees are to be given notice of the policy/mandatory training. An annual report is required which shall be a public record. This policy must be posted on the website.

This employee policy indicates that the district does not tolerate sexual harassment in any fashion and includes the procedures for complaints and investigations.

Act 270 became effective January 1, 2019.

**D. Student Sexual Harassment File: JCED (New Policy)**

This student policy indicates that the district does not tolerate sexual harassment in any fashion and includes the procedures for complaints and investigations.

**E. Recruitment File: GBC**

Act 634 revises this policy to now permit the School Board to hire a teacher who has been convicted or plead no contest to a felony not listed in state statute. A person must pass a criminal background check before being hired. Effective July 1, 2018.

**F. Student Assignment File: JBCC**

Parents may request their child be removed from the class of a teacher convicted of a felony and placed into another class. Effective July 1, 2018.

**G. Employee of Personnel File: GBD**

Act 699 amends this policy requiring the School Board to notify the most tenured school bus operator of a route vacancy by mail to his/her residence. Effective August 1, 2018.

**H. Employment of Personnel File: GBDA**

Act 492 redefines critical shortage to any position advertised and posted notice of unfilled positions receiving fewer than three certified applicants and expands the positions to Pre-K teacher, interpreter, school psychologist, educational transliterator, or educator of deaf or hard of hearing. Effective July 1, 2018.

**I. Sick Leave File: GBRIB**

Act 631 requires the School Board to grant teachers sick leave for the adoption of a child, not to exceed 30 days. Effective August 1, 2018.

**J. Maternity and Adoptive Leave File: GBRIC**

The 30 additional extended sick leave days that may be granted to a teacher on maternity leave has expanded to include adoptive leave. The title of this policy was changed. Effective August 1, 2018.

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**E. Transportation- Greg Bordelon, Chairman**

**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. Authorization from board to use current signature plates as the signing authority on all checks and accounts until new plates are issued following the new board election of officers.

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2. Adopt the following resolution regarding School Board meetings:

**R E S O L U T I O N**

WHEREAS, ACT 707 of the 1977 Louisiana Legislature makes substantive changes in Louisiana's Open Meeting Law, and WHEREAS, one change exempts the Board from having to give written notice of each regular meeting (1) if the Board adopts a resolution each January establishing the day, time, and place of the regular meeting, (2) written public notice of this resolution is given at least one time, and (3) the day, time, and place remain the same or, if changed, the Board gives written public notice at least once to the amendment or new

resolution no less than twenty-four hours in advance of the changed regular meeting, and

WHEREAS, this Board would like to conform to this change,

NOW, THEREFORE, BE IT RESOLVED by the Jefferson Davis Parish School Board in regular session duly convened on January 16, 2019, that the Board does hereby adopt an official resolution establishing the regular meeting schedule for the year 2019 to be on the third Thursday of each consecutive month, the meeting place to be at the School Board Central Office, 203 East Plaquemine Street, Jennings, Louisiana, and the time to be 6:00 p.m. throughout the year. EXCEPTIONS: In April, 2019, the Board will meet on the second Thursday (April 11, 2019), due to Spring Break. In May, 2019, the Board will meet on the second Thursday (May 9, 2019), due to parish Graduations. The December 19, 2019 Board meeting shall be held at 10:00 a.m. at Welsh Elementary, 222 E. Bourgeois Street, Welsh, LA 70591. The above Resolution, having been put to a vote and having passed, was duly declared adopted and ordered spread on the minutes of this Board.

/s/ \_\_\_\_\_ /s/ \_\_\_\_\_  
 President Kirk Credeur, Superintendent

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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3. Approve the following out-of-state travel requests:

1. LAHS FFA students and faculty to attend to travel to Houston, TX on 03/01/19 to attend the Houston Livestock Show and Rodeo. At no expense to the Board.

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4. Approve submission to the Louisiana State Department of Education of all 2018 -2019 federal and state flow-through projects and any new programs enacted through the “No Child Left Behind Education Act”.

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**\*\*\* ADDENDUM TO NEW BUSINESS**

1. Approve the following out-of-state travel requests:

1. JHS students and faculty to travel to Houston, TX on 01/25/19 to visit the Houston Museum of Natural Science. At no expense to the Board.
2. JHS band students and faculty to travel to Gulfport, MS on 02/02/19 to attend the WGI Regional Indoor Competition. At no expense to the Board.
3. EHS FFA students and faculty to travel to Houston, TX on 03/09/19 to attend the Houston Livestock Show and Rodeo. At no cost to the Board.

4. Parish Head coaches (approved by Supt. or Asst. Supt.) to travel to Texas from 02/22/19 to 02/24/19 to attend Glazier Coaching Clinic. At no cost to the Board.

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2. Declare the following Child Nutrition Program Equipment as surplus and send to the next available public auction:
  1. Master-Bilt milk cooler (Serial Number PU476028), Model Number OMC-122SS.
  2. Two (2) Lincoln warmers (only one has an identifiable serial number -Serial Number 16989).

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3. Approve the 2019-2020 school calendar.

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**IX. INFORMATION**

**1. Congratulations to the 2018 Principals of the Year:**

**David Harper** - EES - Elementary Level

**Amanda Fontenot** - LAHS - Middle School

**Wilbert Gilbeaux** - JHS - High School Level

**Congratulations to the 2018-2019 Teachers of the Year:**

**Elementary Level -**

**Chelsey Hetzel - WES**

Junilla Byrne - EES

Elaine Comeaux - FES

Jennifer Young - HHS

Tracie Smith - JWES

Kelly Chaisson - JES

Erica LeBlanc - LHS

Mandy Broussard - LAHS

**Middle School Level -**

**Jazzmin Evans - JHS**

Jessica Guillory- EHS

Melissa Sawyer - HHS

Micah Rasberry - LHS

Tana Garcia - LAHS

Ashlyn Watkins - WAR

**High School Level -**

**Erin Williams - JHS**

Roland Lacombe - EHS

Emily Lavergne - HHS

Lee A. Vincent - LHS

Vickie Sketoe - LAHS

Jeremiah Gueringer - WHS

**Congratulations to the 2018-2019 Students of the Year:**

**Elodie Paquette - LAE - Elementary**

**Justin Duhon - HHS - Middle**

**Kennedy Mallett - WHS - High School**

**Congratulations to the 2018-2019 Support Persons of the Year:**

Natalie Courville - EES

Cheryl Price - EHS

Brooke Coffman - FES

Charlotte St. Germain - HHS

Christy Hine - HHS

Angie Ardoin - JES

Georgette Ray - JWES

Barbara Flanagan - JHS

Al Broussard - JHS

Jo Chadwick - LHS

Tara Bourgeois - LHS

Leroy Hanks - LAHS

Christine Fontenot - WHS

2. The 2019 Louisiana School Board Association Convention will be held in Lake Charles, LA from February 24 -26, 2019. Please let Mrs. Abshire-Sonnier know if you plan to attend.
3. Sealed bids for the removal of the two Hathaway property surplus structures have been re-advertised, with bids being due at 10 am on Wednesday, February 13, 2019.

**IX. PERSONNEL CHANGES**

The following personnel changes are an Informational Item:

**A. Personnel changes:**

**APPOINTMENTS**

1. E. Williams, JWES SPED Pre-K Paraprofessional, 01/07/19, re: C.Warden transfer.
2. R. Landry, HHS Teacher, 01/08/19, re: L. Gidlow resignation.
3. S. Meche, FES SPED Teacher, 01/24/19, re: M. Aguillard transfer.

**TRANSFER**

1. S. Williams, JES Cafeteria Tech to WHS Cafeteria Tech, 01/08/19.
2. S. Killmer, JHS Para (General Fund and Reap) to JHS Para (General Fund), 03/01/19, re: funding source change.
3. M. Aguillard, FES SPED Teacher to RTI Coach, 01/14/19, re: new position.
4. E. Angelo, WAR SPED Teacher to WEIC-PAS long term sub, 01/08/19 to 06/30/19, re: S. Lee medical sabbatical.
5. Jeremiah Gueringer, WHS Teacher/Coach to WHS Athletic Director and Head Coach, 01/08/19, re: J. Richardson resignation.
6. Caleb Hayes, WAR Long term sub to WHS Teacher, 01/14/19, re: J. Gueringer transfer.

**LEAVE**

- 1. R. McMillin, JHS Teacher, 02/06/19 to 04/08/19.
- 2. J. LeBlanc, WES Teacher, 12/11/18 to 12/21/18.
- 3. B. Sonnier, WAR Teacher, 01/09/19 to 03/15/19.

**RESIGNATION**

- 1. L. Gidlow, HHS Teacher, 12/21/18.
- 2. J. Williams, WHS Cafeteria Tech, 01/07/19.
- 3. R. Dodd, JHS Teacher/Coach, 01/01/19.
- 4. M. Landry, JHS Teacher, 01/08/19.
- 5. R. McZeal, Teacher, 01/11/19.

**RETIREMENT**

- 1. B. Weatherspoon, JWES Cafeteria Manager, 06/03/19, with 35 years of service.
- 2. B. Vickers, JWES, Cafeteria Tech, 05/25/19, with 11 years of service.
- 3. R. Owens, Sowela, Vo-Tech Teacher, 05/25/19, with 12.2 years of service.
- 4. S. Thibodeaux, JES Librarian, 01/26/19, with 26.5 years of service.

**X. JEFFERSON DAVIS PARISH EDUCATIONAL UPDATE BY CURRICULUM SUPERVISOR.**

**XI. SUPERINTENDENT’S COMMENTS NOT REQUIRING BOARD ACTION**

**XII. EXECUTIVE SESSION**

A. Motion to enter into Executive session.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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B. Motion to resume in regular session.

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**XIII. ADJOURN**

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IN COMPLIANCE WITH STATE LAW, A COPY OF THIS AMENDED AGENDA WAS POSTED IN A CONSPICUOUS PLACE AT THE MEETING PLACE OF SAID BOARD WEDNESDAY, JANUARY 16, 2019 BY 4:00 P.M.
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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.
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