

**JEFFERSON DAVIS PARISH SCHOOL BOARD**  
**JULY 21, 2022**

The Jefferson Davis Parish School Board met in Regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, June 16, 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 and Absent: David Capdeville, David Doise (virtual), Terry Leger, and Jody Singletary. Legal Counsel Present: Lauren Heinen.

The meeting was called to order by President Segura.

An invocation by Miss Jade Gilbeaux, JHS 8th grader, followed by the Pledge of Allegiance to the U.S. flag led by her brother, Mr. Jaxon Gilbeaux, JES 4th grader, both children of Wilbert & Lorena Gilbeaux.

Roll call was done by Mrs. Debbie Abshire. Mrs. Abshire verified that there were two requests for the virtual link and no requests for public comment.

Motion by Mr. Arceneaux, seconded by Mr. Bruchhaus and unanimously carried to approve the School Board minutes of the Regular meeting on June 16, 2022.

Motion by Mr. Dees, seconded by Mr. Bouley 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.

**REQUEST TO SPEAK BEFORE THE BOARD:**

1. **Summer Dupre LeJeune** - regarding President Bidens recent effort to withhold funding for student meals unless schools allow transgender students to choose the restroom of the gender they identify with.
2. **Dr. Scott Blanchard with Christ Bridge Academy** to discuss leasing of JDPSB property. Dr. Blanchard rescinded prior request.

**FINANCE COMMITTEE:**

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

Grant permission to JHS to accept the following donations:

1. Jennings Quarterback Club - \$5,000.00 to football team. To be used for expenses incurred.
2. Jennings Rotary Club - \$250.00 to Middle School faculty. To be used for 7th and 8th grade classroom teacher supplies.
3. Jennings Varsity Cheer Boosters - \$7,800.00 to Varsity Cheer team. To be used for summer cheer camp fees.

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Motion seconded by Mr. Arceneaux and unanimously carried, with Mr. Segura recused from voting.

Grant permission to LAES to accept the following donations:

1. Joey Thibodeaux through Hilcorp Energy - \$1,000.00. To be used for a large capacity paper shredder and other office items.

Motion seconded by Mr. Bordelon and unanimously carried.

Grant permission to WES to add additional security cameras and to accept the quote from Sylvan Systems of \$20,718.00. Other quote received from CTI Security Solutions (\$24,092.18). Another quote solicited from Louisiana Special Systems, but not submitted. To be paid from CSD Contingency #1. Motion seconded by Mr. Bouley and unanimously carried.

Declare an emergency at LAES to repair the canopy located in the front of the school and accept the best quote of \$11,980.00 from Dale Leger. Other quotes received from David Duplechain \$21,387.50 and Glenn Vanicor \$18,500.00. To be paid from District 1 Maintenance 2022-23 budget. Motion seconded by Mr. Bordelon and unanimously carried.

Grant permission to LHS to accept the following donation:

1. Kevin Saltzman with Hilcorp Energy - \$5,000.00 - to the LHS FFA program to be used for expenses.

Motion seconded by Mr. Leger and unanimously carried.

Grant permission to accept the quote of \$23,450.00 from Roussell Painting, LLC to paint the outside surface of LHS mini gym. Quote includes minor repairs to the metal structure as well as two coats of paint. Four other quotes were sought from two other vendors, but they did not show up to measure and give a quote. To be paid from Lacassine contingency district #8. Motion seconded by Mr. Leger and unanimously carried.

Approve the recommendation of the Superintendent to incorporate the 2022 State teacher and support personnel pay raise into the JDPSB salary schedules as follows:

- a. Certificated personnel are to receive a gross yearly supplement of \$1,500 for a 9 month full-time position, subject to any applicable index or number of months worked according to adopted School Board procedures. Part-time personnel will receive one-half of the full-time increase.

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- b. Support personnel are to receive a gross yearly supplement of \$750 per for a 9 month full-time position, subject to any applicable index based on number of months worked according to adopted School Board procedures. Part-time personnel will receive one-half of the full-time distribution.

The base pay raise will essentially be funded by a dedicated increase in Level 3 MFP funding received from the state and any additional amounts that are indexed or for the number of months worked will be covered by local funds.

Motion seconded by Mr. Leger and unanimously carried.

Accept Salary Formula effective July 1, 2022 with noted ranges for Compass rating system that would be effective for 22-23 evaluations to be included in the 23-24 base salary. Due to the adopted \$1,500 state salary increase issued for the 2022-2023 fiscal year, the three Compass rating ranges are updated to reflect the increase. Motion seconded by Mr. Arceneaux and unanimously carried.

The Child Nutrition Program, Welsh High School, and Fenton Elementary would like permission to purchase cafeteria tables from Teacher's Pet utilizing the TIPS contract #210305 for a total of \$63,219.62 to include shipping and installation. Cost will be divided as follows: Welsh: (23 tables) \$19,917.05; Fenton (15 tables) \$11,692.77; Child Nutrition fund \$31,609.80. Motion seconded by Mr. Bouley and unanimously carried.

The Child Nutrition Program hereby requests permission to piggy-back on a Request for Proposal (RFP) for dish ware services that was originally procured through the Calcasieu Parish School Board, Child Nutrition Program. The successful vendor is Auto-Chlor which has been a responsible vendor for Jefferson Davis Parish schools for many years. This RFP was procured in an effort to contain dish machine chemical and rental cost for multiple school districts in Louisiana. Approximate cost based on last year is \$24,794.00. To be paid from Child Nutrition Program. Motion seconded by Mr. Dees and unanimously carried.

Approve the following increases in Substitute Pay:

Adjust the rate of Teacher Substitute Pay as follows:

Substitute pay, teachers:

From \$60 per day, high school diploma to \$65

From \$70 per day, 4-year college degree to \$75

From \$80 per day, certificated teacher to \$85

Adjust the rate of Substitute Bus Drivers as follows to be in compliance with law: From \$61.24 to To \$64.00

Motion seconded by Mr. Arceneaux and unanimously approved.

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**INSURANCE COMMITTEE:**

The following recommendations were made by Mr. Donald Dees, Insurance Committee Member, that the School Board:

1. Accept the quote provided by Risk Services of Louisiana for Student & Athletic Insurance from Great American Insurance Co. for the 2022-2023 school year beginning August 1, 2022 and ending August 1, 2023 for the renewal price of \$3,118.23 as recommended by the Director of Finance. The premium cost is the same as last year.

Motion by Mr. Bruchhaus and unanimously carried.

**POLICY COMMITTEE:**

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

**1. GENERAL LEAVE OF ABSENCE: File GBRIA**

Effective: upon approval

Should a person take more than two (2) days for personal business, the extra day or days, are considered as leave of absence without pay. A full day's pay shall be docked from the employee's salary. In cases of personal business, it makes no difference whether a substitute teacher is hired or not. The employee will be docked a full day's pay because this is a leave of absence without pay.

Motion by Mrs. Perry and unanimously carried.

2. The following policy changes are recommended by Forethought Consulting.

**BIDS AND QUOTATIONS: File DJED**

Effective: August 1, 2022

Increases the limits for purchases of materials and supplies by public entities, according to ACT 204 that will go into law on August 1, 2022.

All purchases of materials or supplies exceeding the sum of \$60,000 to be paid out of public funds shall be advertised and let by contract to the lowest responsible bidder who has bid according to the specifications as advertised. In addition, purchases of materials or supplies of at least \$30,000, but not more than \$60,000, shall be made by obtaining not less than three (3) documented quotations.

Motion by Mrs. Perry and unanimously carried.

**WARD II COMMITTEE:**

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

1. Authorize a purchase for the new Jennings Elementary School of A maximum of 54 shelving units for classrooms at a total not to exceed \$37,508.40 through State contract, from Virco, to be paid out of Ward II Construction.

Motion by Mr. Dees and unanimously carried.

2. Grant permission to accept Change Order No. 5 on the Jennings Elementary Construction Project.

Change Order #5 reflects the following changes:

\* **24 additional days, due to flooring manufacturing delays**

Bid Changes as follows:

The Original Contract Sum was  
\$22,085,000.00

The net change by previously orders \$ 1,873,941.00

The Contract Sum prior to this

Change Order \$23,958,941.00

The Contract Sum will be

increased by \$ .00

**The new Contract Sum including**

**this Change Order will be**

**\$23,958,941.00**

**The Contract Time will be increased**

**by twenty four (24) days**

The new date of Substantial Completion will be **August 11, 2022**

Motion by Mrs. Dees and unanimously carried.

3. Grant permission to accept Change Order No. 2 on the Jennings High School Canopy Field Lighting and Drainage Project.

Change Order #2 for \$14,994.23 reflects the following changes:

Item Cor #10 \$14,994.23

- Catch Basin Interference

Bid Changes as follows:

The Original Contract Sum was \$1,438,000.00

The net change by previously orders \$ 22,820.06

The Contract Sum prior to this Change Order \$1,460,820.06

The Contract Sum will be increased by \$ 14,994.23

**The new Contract Sum including**

**this Change Order will be**

**\$1,475,814.29**

The Contract Time will be increased by sixty-eight days (68) days

The new date of Substantial Completion will be **August 11, 2022**

To be paid from District 2 Construction.

Motion by Mrs. Perry and unanimously carried.

The following committees had no reports to present:

**Building & Grounds - David Doise, Chairman**

**Transportation - Greg Bordelon, Chairman**

**16th Section - Charles Bruchhaus, Chairman**

**Legislative Liaison - Donald Dees, Chairman**

**Long Range Planning - Donald Dees, Chairman**

**Food Service - Terry Leger, Chairman**

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

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**NEW BUSINESS:**

Motion by Mr. Arceneaux and seconded by Mr. Trahan and unanimously carried to grant permission to Superintendent Hall to enter into a Cooperative Endeavor Agreement with Sowela for Dual enrollment.

Motion by Mr. Bordelon and seconded by Mr. Leger and unanimously carried to surplus the following items and send to the next available public auction:

1. LAES - A/C Unit bearing serial number 60446XG2F, Model Number 2A6B3036A1000AA, Jefferson Davis Tag Number 07924.

Motion by Mr. Bruchhaus and seconded by Mr. Dees and unanimously carried to approve the following non-faculty coaches for 2022-2023 upon completion of LHSAA coaching course certification and Board policy requirements.

1. Kevin Bruchhaus- HHS - baseball

Motion by Mr. Bordelon and seconded by Mr. Trahan and unanimously carried to adopt the Millage Rates for 2022.

2022 MILLAGE

Jefferson Davis Parish

Allen Parish

Jefferson Davis Parish School Board

Constitutional Tax	6.48
Special School Tax	10.77

School District # 1

Maintenance	11.29
Maintenance – Special	7.71
Refunding Bonds, Series 2014	3.23

School District # 2

Maintenance	11.85
Bonds, Series 2019	13.00

School District # 3

Maintenance	14.98
Maintenance– Special	3.53

School District # 5

Maintenance	4.15
Bonds, Series 2022	3.10

School District # 8

Maintenance	8.88
Bonds, Series 2016	7.19

School District # 22

Maintenance	12.04	12.04
Bonds, Series 2020	22.61	22.61

Consolidated School District # 1

Maintenance	11.66
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President called for roll call vote:

Yays: Phillip Arceneaux, Greg Bordelon, Jason Bouley, Charles Bruchhaus, Donald Dees, Terry Leger, Denise Perry, James Segura and Paul Trahan

Nays: None.

Absent: David Capdeville, Malon Dobson, David Doise and Jody Singletary

Abstained: None

Motion by Mr. Leger and seconded by Mr. Bouley and unanimously carried to approve the following areas of critical shortage for the 2022-2023 school session:

Special Education, Speech Therapist/Pathologist, 6-12 Math, 6-12 Science, 6-12 English, 6-12 Social Studies, 6-12 Business Education, 6- 12 Spanish, 6-12 French, FACS, Pre-K-5 All subjects, Bus Driver, Counselor and Administration. These critical shortage areas will be referenced for purposes of tuition reimbursement, compass salary schedule and for retire-rehire recommendations.

Motion by Mr. Bouley and seconded by Mr. Trahan and unanimously carried to6. Grant permission to Superintendent Hall to enter into a Memorandum of Understanding with McNeese State University for resident/mentor teachers.

Motion by Mr. Dees and seconded by Mr. Leger and unanimously carried to grant grant permission to amend the 2022-23 School calendar so that all locations will be closed on Tuesday, November 8, 2022, for election day. This was requested by the Louisiana Department of Education.

Motion by Mr. Trahan and seconded by Mr. Leger and unanimously carried to adopt the following job description for a 10 month Behavior/Attendance

Interventionist:

	<b>Job Description</b>
<b>TITLE:</b>	Behavior/Attendance Interventionist- 10 month
<b>QUALIFICATIONS:</b>	* A valid Louisiana teaching certificate, successful educational experience in working with students who have behavior/emotional/attendance concerns. * Master's degree in the Field of Education.
<b>Job Goal:</b>	* To act as a liaison between the school and parents while addressing attendance, academic, and Social Emotional issues with students in an effort to improve all aspects of student performance in the Regular and Special Education settings.
<b>Reports To:</b>	Supervisor of Special Education and Child Welfare and Attendance.

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**PERFORMANCE RESPONSIBILITIES:**

1. Assist staff throughout the parish in defining and measuring behavior; understanding principles of reinforcement; teaching new behavior; implementing strategies for weakening behavior; and identifying antecedents.
2. Assist schools in developing behavior plans for both regular and special education students.
3. Promote, encourage, and motivate individual students to comply with school rules.
4. Attend and/or facilitate student conferences as required by Supervisor.
5. Exhibit loyalty and maintain a positive attitude in the promotion of the school/system's goals.
6. Adhere to confidentiality and all applicable Jefferson Davis Parish School Board and Special Education Policies as well as applicable local, state, and federal laws while in and out of the school setting.
7. Performs other duties and assumes responsibilities as requested by the Supervisor or designee.
8. Confers with teachers, parents, and others when needed.
9. Follows appropriate chain of command when communicating concerns.
10. Assist CWA supervisor with attendance interventions needed to help with student re-engagement.
11. Communicates with parents, students, staff, etc. in person, by telephone or letter for the purpose of providing information on a variety of attendance issues and meeting district and state absence notification requirements.
12. Collaborates with other offices in Student Support Services focusing on MTSS Tier 1,2,3 interventions.
13. Uses data to monitor and problem solve attendance concerns, as well as review current trends to help reduce truancy.
14. Successfully complete effective Functional Behavior Assessments (FBA), function –based interventions, and Behavior Intervention Plans (BIP).
15. Must possess the ability to establish and maintain effective working relationships with students, parents, staff, and outside agencies.

**TERMS OF EMPLOYMENT:**

Ten Months. Salary in accordance with the length of service, degree of education, and pay scale for teachers established by the Jefferson Davis Parish School Board.

**EVALUATION:**

Annually in accordance with Boards policy of Evaluation of Professional Personnel.

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**Behavior/Attendance Interventionist**

Approved by: \_\_\_\_\_ Date \_\_\_\_\_

Reviewed and  
Agreed to by: \_\_\_\_\_ Date \_\_\_\_\_  
Approved by: \_\_\_\_\_ Date \_\_\_\_\_

Reviewed and  
Agreed to by: \_\_\_\_\_ Date \_\_\_\_\_

**INFORMATION**

1. Condolences are extended to the families of:
  - A. Cleveland Beard, Teacher, Coach, Athletic Director, Assistant Principal, Principal, Supervisor, Superintendent, who retired in 1999, with 33 years of service.
  - B. Marlene Doyle, EHS SPED Teacher who retired in 2010 with 13 years of service.
2. Public Notice - The Jefferson Davis Parish School Board 2022-2023 Pupil Progression Plan Committee will meet at the Jefferson Davis Parish School Board Office on Monday, August 8, 2022 at 1:30 p.m.  
The Jefferson Davis Parish School Board will be considering the 2022-2023 Pupil Progression Plan in addition to the monthly agenda at its monthly meeting on Thursday, August 18<sup>th</sup>, 2022.

**PERSONNEL CHANGES**

- A. **Personnel appointments as determined by the Superintendent:**
  1. Name **JOSEPH BUTLER**, JHS Bus Driver, effective ASAP, re: Mistie Landry transfer.
  2. Name **CONNIE CROCHET**, WHS Bus Driver, effective ASAP, re: Jackie Pitre retirement.

B. **Personnel changes:**

**APPOINTMENTS**

**(effective 08/10/22 unless stated otherwise)**

1. Hayley Augustine, LHS SPED Teacher, re: Bob Kingery retirement.
2. Annie Simon, LHS SPED Teacher, re: Pat England resignation.
3. Hayley Smith, LHS Teacher, re: Bevyn Taylor transfer.
4. Connie Crochet, Welsh Schools Bus Driver, re: Jackie Pitre Retirement. (08/12/22)
5. Samantha Schultz, WHS Teacher, re: Denver Brown resignation.
6. Regina Tramel, JHS SPED Para, re: Lisa Charles retirement. (08/11/22).

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7. Brittany Regan, EES Teacher, re: FrancineFontenot, Instructional Coach transfer.
8. Morgan Woods, LAES PE Teacher, re: Haley Cooley Resignation.
9. Daucey Strong, WES p/t Interventionist Title I, re: Maghan Conner Transfer.
10. Anastasia Hornsby, LHS Custodian, re: Roy Broussard Retirement (07/01/22).
11. Kiara Johnson, JHS Teacher, re: Aaron Trahan transfer.
12. Michael Robinson, WHS Teacher/Coach, re: Robert Gaspard resignation.
13. Thelma Breaux, LAE Custodian, re: Phillip Richard retirement.
14. Caroline Martel, JES Teacher, re: Samantha Carrier transfer.
15. April Moore, HHS Teacher, re: critical shortage.
16. Joseph Butler, JHS Bus Driver, re: Misty Landry transfer.

**TRANSFERS**

**(effective 08/12/22 unless stated otherwise)**

1. Hannah Prejean, WEIC Teacher to JES Teacher, re: Bethany Janise transfer.
2. Bevyn Taylor, LHS HS Teacher to LHS Grade School teacher, re: Hannah Miller transfer.
3. Hannah Miller, LHS Grade School Teacher to LHS High School teacher, re: Michael Marcantel transfer.
4. Michael Marcantel, LHS Grade Instructional Area to LHS to Social Studies, re: Savannah Carter resignation.
5. Bethany Janise, JWES SPED Teacher to PAS Ed Diagnostician, re: Cheryl Fawcett.
6. Maggie Baxter, HHS Teacher to Instructional Coach, re: new ESSER Position.
7. Francine Fontenot, EES Teacher to EES ESSER Instructional Coach, re: Margaux Oustalet promotion.
8. Lauren Bertrand, HHS Kindergarten CSR Teacher to HHS 1st grade CSR teacher.
10. Debra Marceaux, JES Teacher to JES Administrative Assistant, re: new position. 07/28/22
11. Troy Miller, Tech Center Level 2 Computer Tech to Tech Center Level 3 Computer Tech, re: attained Core 2 certification. 07/05/22

**LEAVES**

1. M. Primeaux, LAHS Teacher, 03/06/22 to 05/26/22.
2. D. Miller, JWES Teacher, 03/23/22 to 03/25/22.
3. T. Linscomb, LAE Teacher, 05/4/22 to 05/13/22.

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**MEDICAL SABBATICAL**

1. C. Fontenot, Federal Programs Coordinator, 08/15/22 to December 31, 2022.

**MATERNITY LEAVE**

1. L. Gautreaux, LAE Teacher, 07/11/22 to 09/05/22.

**RESIGNATION**

1. Bevyn Taylor, LHS Teacher, 06/30/22.
2. Kevin Trahan, LAHS Custodian, 07/05/22.
3. Thelma Breaux, LAE Custodian, 07/11/22.
4. Brooke David, JHS Teacher, 08/01/22.
5. Melanie Comeaux, LHS Teacher, 08/01/22.
6. Lisa Carriere Bourg, Instructional Coach, 07/30/22.

**RETIREMENTS**

1. Edward Young, JHS Custodian, 06/01/22, with 12.4 years of service.
2. Brenda Simon, LAHS Cafeteria Tech, 07/01/22, with 15 years of Service.

**SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION**

1. Subs Job Fair.
2. JES update.

**ADJOURN**

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

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/s/ James Segura, President

ATTEST:

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/s/John Hall, 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.