



**JEFFERSON DAVIS PARISH SCHOOL BOARD AGENDA  
 203 E. PLAQUEMINE STREET  
 JENNINGS, LOUISIANA  
 (337) 824-1834  
 AGENDA MEETING  
 THURSDAY, AUGUST 17, 2023 at 6:00 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**

**II. INVOCATION and PLEDGE OF ALLEGIANCE.**

**III. ROLL CALL FOR DETERMINATION OF A QUORUM.**

ARC	BORD	BRUC	DOB	DOISE	FREY	JONES	P. LEJEUNE	S. LEJEUNE	PATT	PETRY	TRAH	WALK
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**IV. APPROVAL OF THE SCHOOL BOARD MINUTES OF THE REGULAR MEETING ON JULY 20, 2023.**

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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**V. 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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**VI. PRESENTATION/RECOGNITION**

- A. Representatives from the LSU Cooperative Extension Service addressed the board, presenting the annual 4-H report.

**VII. REQUEST TO SPEAK BEFORE THE BOARD:**

- 1. Rev. Gerald W. Perkins
  - A. Teacher retention
  - B. Incentives and encouragement for teacher certification
  - C. Deterring disruptive behavior

**VIII. BOARD COMMITTEE REPORTS:**

- A. **FINANCE COMMITTEE - REQUEST FROM THE FINANCE COMMITTEE CHAIRMAN, PHILLIP ARCENEUX, THAT THE SCHOOL BOARD:**
  - 1. Grant permission to WHS to accept the following donations:
    - 1. To WHS Band for uniform costs:
      - A. Knights of Columbus \$500.00

- B. 90 One Stop \$100.00
  - C. JD Bank \$200.00
2. Welsh Greyhound Backers \$4,173.00 to WHS Football. Funds to be used towards helmet cost.

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2. Grant permission to pay for the Fall and Spring tuition for dual enrollment students at McNeese. Fees will be covered with SCA (Supplemental Course Academy/Course Choice funds).

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3. Grant permission to WES to accept the quote of \$26,595.00 from Office Centre-Teacher's Pet to purchase and install new 2nd grade playground equipment. Other quotes received from Planet Recess (\$39,169.14/\$43,466.14) and HAHN Enterprises (\$48,158.00). To be paid from CSD Contingency #1 Funds.

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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4. Grant permission to Mrs. Sharon Ardoin to accept the following donations to the McKinney-Vento Homeless Program:
- A. Ochsner American Legion Hospital in Jennings, OB/GYN Clinic in Jennings, and the Ochsner Health Center in Lake Arthur for participating in a Back-to-School supply drive. Donations included backpacks, kinder mats, notebooks and various other school supplies.
  - B. Gifting Grace Project in Lafayette, LA (337-321-3356) for donating 63 backpacks filled with school supplies. The estimated cost of the donation is \$40 per book sack for a total of \$2,500.
  - C. Southwest LA Soul softball team out of Southwest Louisiana for the donation of various school supplies.

All donations will be used to help students in the McKinney-Vento Homeless program as well as other students in need of assistance.

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5. Grant pre-approval to Lacassine High School to use \$250,000 of contingency funds for the land improvements/construction of the baseball and softball field complex. Proof of secured funding is required in order to go out for bids. Board approved donated funds will also be used to cover expenses. Bids will be presented for board approval at a later date.

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6. Approve the recommendation of the Superintendent to issue a one-time pay supplement from ESSER II and III funds, pending approval from LDOE. It will be issued to all active, permanent, employees of the School Board that are employed as of the close of business on September 1, 2023. The amount budgeted will be an estimate, based off of the prior year stipend issued. Supplement of \$1,500.00 for certified and \$1,000.00 for support at an estimated total of \$1,496,400.00:
  1. Certificated personnel whose job requires an advanced degree receive a gross supplement of \$1,500.00 per full-time position, subject to any applicable index, with the total cost expensed from ESSER, including all employer payroll benefits (taxes and retirement). Part-time personnel will receive one-half of the full-time distribution.
  2. Support personnel receive a gross supplement of \$1,000.00 per full-time position, subject to any applicable index, with the total cost expensed from ESSER, including all employer payroll benefits (taxes and retirement). Part-time personnel will receive one-half of the full-time distribution. This one-time supplemental paycheck will be distributed on September 15, 2023, and it will be subject to all required employee deductions for retirement, income tax withholding, etc.

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7. Grant permission to the Maintenance Supervisor, Mr. Sean Richard, to seek quotes for lawn maintenance of the old JES and WEIC locations. The awarded quote will be good from August of 2023 to July 2024. If, at any time during August of 2023 to July of 2024, either of the properties are sold or ownership is transferred then the contract becomes null and void for that particular location.

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8. Approve Budget Revision #1 for the 2022-2023 General Fund, Special Revenue Maintenance Funds, Special Revenue Federal Funds and the School Food Service Funds as presented by the Director of Finance, Christin LeGros.

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9. Adopt the 2023-24 Jefferson Davis Parish School Board Annual Operating Budget and the accompanying Budget Resolution as presented by the Director of Finance, Christin LeGros. A public

hearing regarding the budget was held on Tuesday, August 15, 2023 at 4:00 p.m. in the Boardroom as required by law.

**BUDGET RESOLUTION**

Resolution adopting an Operating Budget of Revenues and Expenditures for the General and Special Revenue Funds, for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024. BE IT RESOLVED by the Jefferson Davis Parish School Board in general session convened that:

SECTION 1: The attached detailed estimates of revenues for the Fiscal Year ending June 30, 2024, be and the same is hereby adopted to serve as an Operating Budget of Revenues, for the General Fund, Special Revenue - Maintenance Funds, and the Special Revenue - Federal Funds during the same period.

SECTION 2: The attached estimates of expenditures by departments for the Fiscal Year ending June 30, 2024, be and the same is hereby adopted to serve as a Budget of Expenditures, for the General Fund, Special Revenue - Maintenance Funds, and the School Lunch Fund during the same period.

SECTION 3: The adoption of the Operating Budget of expenditures be and the same is hereby declared to operate as an appropriation of the amount herein set forth within the terms of the budget classification for the General Fund, Special Revenue - Maintenance Funds, and the School Lunch Fund.

SECTION 4: The appropriation for all other Special Revenue - Federal Funds Budgets presented herein shall be in accordance with budgetary expenditure limits and classifications approved by the Department of Education, the State Board of Elementary and Secondary Education, or any other appropriate state or federal agency, with such approval by these agencies representing full permission to expend funds accordingly.

SECTION 5: Each school within the parish has permission to expend its own School Activity Account funds for the normal operating needs of the school, including individual purchases in excess of \$10,000, without first seeking approval from the School Board so long as all other fiscal policies of the School Board are followed.

SECTION 6: Amounts are available for expenditure only to the extent they are included within the 2023-2024 budget.

Passed and adopted at Jennings, Louisiana on this 17th day of August, 2023.

ATTEST:

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Paul Trahan, President

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John G. Hall, Secretary

MOTION BY:	SECONDED BY:	PUBLIC COMMENT	DISCUSSION	VOTE
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10. Grant permission to WAR the following repairs to the band room: replace walls, Put roof enclosures, recoat roof and prime, paint walls, repair athletic storage/boys locker room pod, install rubber enclosures, coat entire roof with Silver Dollar Roof Coating. Also, the following repairs to the Science Lab Pod: recoat the roof, install rubber enclosures, remove damaged tile and install new ceiling tile. Total cost of the project with materials totals \$8,960.00. Work to be done by Affordable Hardwood Millworks, Cabinets, Renovations Commercial Renovations and Jeff Davis Parish Maintenance Department. To be paid from CSD Contingency #1 funds.

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11. Grant permission to WAR to remove existing carpet and replace with tile at a cost of \$7,650.00 from Tina’s Flooring. To be paid from CSD Contingency #1 funds.

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12. Grant permission to sell to Miguez Funeral Home at the appraised value of \$16,500.00 the following Jefferson Davis Parish School Board Property located adjacent to the Lake Arthur Elementary School:

**Lots 4, 5, and 6 of Bk 11 Edgewood Add.**

And grant permission to Superintendent Hall to sign all necessary legal documents needed for required sale. Proceeds from sale to go to Maint. #1.

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13. Grant permission to approve the following changes for Computer Technician II and Computer Technician III requirements for the Computer Technician II and Computer Technician III pay scale:

**Current:** Computer technicians with successful completion of Comptia A+ Core 1 Certification enter as Technician II on the computer technician pay scale. (7/15/21)

**Proposed Change:** Computer technicians with successful completion of a 2-year technical degree or Associate’s degree in Computer Science or Information Systems Technology or successful completion of Comptia A+ Core 1 Certification enter as Technician II on the computer technician pay scale. In order for Computer Technician II to advance to

Computer Technician III, Comptia A+ Core 2 Certification or equivalent certification must be Obtained.

**Current:** Computer technicians with successful completion of Comptia A+ Core 1 and Core 2 Certification enter as Technician III on the computer technician pay scale. (7/15/21)

**Proposed Change:** Computer technicians with successful completion of a 4-year Bachelor’s Degree in Computer Science or Information Systems Technology or successful completion of Comptia A+ Core 1 and Core 2 Certification or equivalent certification enter as Technician III on the computer technician pay scale.

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14. Grant permission to WHS to accept the following donations:
1. Welsh Greyhound Backers \$1,800.00 to WHS Football. Funds to be used towards sending players to lineman camp.
  2. Sam Fontenot State Farm \$500.00. Funds to be used towards purchase of reward t-shirts for ACT testers.

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15. Grant permission to JHS to accept the following donation:
1. Jennings Quarterback Club \$2,175.00. Funds to be used to cover the cost of purchasing Sports Drone System - Coaches Video.

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- B. Insurance - Charles Bruchhaus, Chairman
- C. Building & Grounds Committee - David Doise, Chairman
- D. **POLICY COMMITTEE - REQUEST FROM THE POLICY COMMITTEE CHAIRMAN, RUSSELL WALKER, THAT THE SCHOOL Adopt the following new or revised policies:**

1. These policy changes are recommended by Forethought Consulting:
  1. **TELECONFERENCE/REMOTE PARTICIPATION IN SCHOOL BOARD MEETINGS:**

**File: BCAD**

Effective: upon approval

The Teleconference/Remote Participation in School Board Meetings policy has been revised to reflect statutory language included in La. Rev. Stat. Ann. §42:17.2.1, which states that a member of a public body with a disability recognized by the

Americans with Disabilities Act shall be allowed to participate and vote in a meeting via electronic means, as defined in La. Rev. Stat. §42:17:2. As included in the policy: “Meeting via electronic means shall mean a meeting occurring via teleconference or video conference.”

2. **PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS:**

**File: BCBI**

Effective: upon approval

In revising La. Rev. Stat. Ann. §42:17.14, the legislature requires each public body with such capability, to allow a member of the public with a disability recognized by the Americans with Disabilities Act or his/her designated caretaker to participate in meetings via teleconference or video conference. The Public Participation in School Board Meetings policy has been revised to include basic information stating that a person who requests such participation must certify that they meet the definition of a person with a disability recognized under the Americans with Disabilities Act when they submit, prior to public meetings, their requests to participate.

3. **SCHOOL AND STUDENT SAFETY:**

**File EBBB**

Effective: upon approval

Act 164 changed the guiding statutes La. Rev. Stat. Ann. §§17:409.2 et seq., known as the School and Student Safety Act. The School and Student Safety policy has been revised to include a new statutory definition for “risk is imminent” as well as to reflect changes to the reporting requirements.

4. **ATTENDANCE:**

**File JB**

Effective: upon approval

BESE requires that provisions for taking attendance for remote or hybrid instruction be included in the Attendance policy. The information added to the Attendance policy is based on Bulletin 741, Louisiana Handbook for School Administrators, Section 1104, Remote Instruction.

5. **STUDENT ABSENCES AND EXCUSES:**

**File JBD**

Effective: upon approval

Act 318 of the 2023 Louisiana Legislature added a new provision to La. Rev. Stat. Ann. §17:226 that allows three (3) days of excused absences related to students’ mental or behavioral health, if certification is provided in writing in accordance with the student handbook. The Act also revised

other related statutes to require that each School Board post the National Suicide Prevention hotline number and a local suicide prevention number, if available, on its website, and on student identification cards (if they are issued).

**6. ADMINISTRATION OF MEDICATION:**

**File JGCD**

Effective: upon approval

Act 694 of 2018 revised La. Rev. Stat. Ann. §17:436.1 and gave the School Boards an option to include the use of naloxone in case of an opioid overdose emergency. Language has been added to the Administration of Medication policy to allow such use by trained personnel in case of emergencies.

**7. CARPOOL AND BUS LINE SAFETY:**

**New Policy EDCB**

Effective: upon approval

Act 362 added language to La. Rev. Stat. Ann. §17:81 which requires that School Boards establish policies for carpool and bus line safety for any school that includes any of the grades Kindergarten-5.

**8. CONTINUOUS LEARNING:**

**New Policy IDCJ**

Effective: upon approval

The School and Student Safety policy has been revised to include a Continuous Learning Plan, which shall be posted to the School Board’s website.

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2. The following policy changes are recommended by Jefferson Davis Parish School Board.

**CLASS RANKING AND HONOR GRADUATES:**

**File IHC**

Effective: upon approval

Beginning with the incoming 2023-2024 Freshman cohort (2026-2027 Seniors): The calculation of the grade point average (GPA) will use a five - (5.0) point scale for grades earned in the BESE/Board of Regents approved courses for Advanced Placement (AP), Honors and Dual Enrollment and we will go from honoring valedictorian and salutatorian to honoring honor graduates.

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- E. Transportation Committee - Greg Bordelon, Chairman
- F. 16th Section-Charles Bruchhaus, Chairman
- G. Ward II - Phillip Arceneaux, Chairman
- H. Legislative Liaison - Greg Bordelon, Chairman

- I. Long Range Planning - Malon Dobson, Chairman
- J. Food Service Committee - Greg Patterson, Chairman

**IX. SALES TAX REPORT - by Amber Hymel, Tax Collector.**

**X. NEW BUSINESS:**

- 1. Approve the 2023-2024 Pupil Progression Plan and authorize the Board President and Superintendent to execute the Formal Submission Statement.

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- 2. Approve the following non-faculty coaches for 2023-2024 upon completion of LHSAA coaching course certification and Board policy requirements.

- 1. Jacklyn Sims - WHS Basketball
- 2. Joseph Broussard - WHS Football

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

- 1. Approve the following non-faculty coaches for 2023-2024 upon completion of LHSAA coaching course certification and Board policy requirements.

- 1. Christopher Monceaux - LAHS softball
- 2. Keyomi Palfrey - LAHS football
- 3. Isaac Woods - LAHS football
- 4. Jermaine Davis - LAHS football

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- 2. Approve the following out-of-state travel request:

- 1. EHS students, teacher/sponsors and chaperones to travel to Indianapolis, TN to attend the National FFA Convention from 10/30/23 to 11/06/23.

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**XI. INFORMATION**

**XII. PERSONNEL CHANGES**

**A. Personnel appointments as determined by the Superintendent:**

- 1. Name ALEXIS BREAUX, IDEA/Federal Funds Assistant Accountant, 08/15/23, re: new position/Wilda Sonnier resignation.

**B. Personnel changes:**

**APPOINTMENTS**

- 1. Angelina Herbert, JHS Teacher, 08/07/23, re: Suzanna Bonin resignation.

2. Dennis Bruney, Warehouse/Tech Center Semi-skilled Maintenance Helper, 07/24/23, re: new position.
3. Scott Menard, Warehouse/Tech Center Skilled Carpenter, 07/24/23, re: Drew Duhon retirement.
4. Brittany Manuel, JHS Teacher, 08/07/23, re: Carly Person resigned.
5. Brandi Welch, WHS SPED Teacher, 08/07/23, re: Teresa Stallion transfer.
6. Joseph S. Manuel, HHS Teacher, 08/07/23, re: Kimber Prejean transfer.
7. Cindy Morse, JES SPED Teacher, 08/07/23, re: Hannah Prejean transfer.
8. Jacob Green, HHS Teacher, 07/19/23, re: Amanda Jeffries transfer.
9. Sarah Richard, JHS Teacher, 08/07/23, re: Dianna Hopper resignation.
10. Cornelius Hanger, JES Bus Operator, 08/11/23, re: Eugene Kershaw death.
11. Beverly Dronet, JES Bus Operator, 08/11/23, re: Bertha Benoit retirement.
12. Darren Arceneaux, JHS Teacher, 08/7/23, re: Jeremy Perkins displacement.
13. Erin D. Peavy, HHS Teacher/Coach, 08/07/23, re: Kate Richard transfer.
14. Bobby Rubin, Sr., LAES Custodian, 08/01/23, re: Paige Monceaux resignation.
15. Jaime Gonzales, LAHS Teacher/Coach, 08/07/23, re: Fred Sketoe transfer.
16. Gary Barker, HHS part-time Custodian, 08/01/23, re: new position.
17. Gracie Domingue, JES Paraprofessional, 08/09/23, re: Sarah Chaisson resignation.
18. Haylie Neal, JES Paraprofessional, 08/098/23, re: Ashley Lewis transfer.
19. Kristan Touchet, JES SPED Paraprofessional, 08/15/23, re: L. Miller leave.
20. Coby Miller, HHS Custodian, 08/21/23, re: Devin Richard transfer.
21. Silver McMahan, FES Teacher, 08/10/23, re: Peter Trent resignation.

### **TRANSFERS**

1. Cleo Williams, LAE Assistant Principal to JHS Assistant Principal, 08/11/23, re: Kimberly Hardy resignation.
2. Paula Thompson, JES Cafeteria Tech to LHS Cafeteria Tech, 08/09/23, re: Zina Botley transfer.
3. Devin Richard, HHS Custodian to EHS Custodian, 08/01/23, re: Brenda Bushnell retirement
4. Zina Botley, LHS Cafeteria Tech to JES Cafeteria Assistant Manager, 07/31/23, re: Christina LaFosse transfer.
5. Jaylin Johnson, HHS Math/PE Teacher to HHS Elem ESSER Teacher, 08/07/23, re: funding source change.

### **MATERNITY LEAVES**

1. T. Stipek, LAES Teacher, 08/07/23 to 10/02/23.
2. S. Dickens, JES Assistant Principal, 12/11/23 to 01/22/24.

### **EXTENDED MEDICAL LEAVE**

1. A. Benoit, JES Cafeteria Tech, 08/23/23 to 10/31/23.
2. B. Hanks, LHS Clerical Aide, 09/26/23 to 12/31/23.
3. R. Istre, WES SPED Teacher, 08/30/23 to 10/12/23.
4. J. Agent, LAHS Teacher, 07/24/23 to 10/02/23.

## RESIGNATION

1. Alise Perkins, JES Teacher, 05/27/23.
2. David Harper, JES Principal, 08/31/23.
3. Kimberly Hardy, JHS Assistant Principal, 08/01/23.
4. Suzanna Bonin, JHS Teacher, 07/31/23.
5. Peter Trent, FES Teacher/Coach, 08/04/23.
6. Janie Fontenot, JES Cafeteria Tech, 08/01/23.
7. Shakeena Celestine, JHS Cafeteria Tech, 08/07/23.
8. Sarah Chaisson, JES Paraprofessional, 07/25/23.

## RETIREMENTS

1. Felton Cormier, Warehouse/Tech Center Maintenance Tech, 08/01/23, with 9.5 years of service.
2. Bridget Hanks, LHS Clerical Aide, 12/31/23, with 30 years of service.
3. Debra Y. Leblanc, LHS Paraprofessional, 07/28/23, with 8.67 years of Service.

## DISPLACED

1. Jeremy Perkins, JHS non-certified Teacher, 05/27/23.

### **XIII. UPDATES BY CURRICULUM STAFF**

1. Technology Supervisor, Mrs. Laurie Duhon on the success of the first JDPSB Technology Conference.

### **XIV. SUPERINTENDENT’S COMMENTS NOT REQUIRING BOARD ACTION**

### **XV. EXECUTIVE SESSION**

#### **A. Motion to enter into Executive session.**

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#### **B. Motion to resume in regular session.**

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### **XVI. ADJOURN**

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IN COMPLIANCE WITH STATE LAW, A COPY OF THIS AGENDA ADDENDUM WAS POSTED IN A CONSPICUOUS PLACE AT THE MEETING PLACE OF SAID BOARD ON WEDNESDAY, AUGUST 16, 2023 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.