

JEFFERSON DAVIS PARISH SCHOOL BOARD
JUNE 19, 2025

The Jefferson Davis Parish School Board met in Regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, June 19, 2025 at 6:00 p.m. , with the following School Board members present: President, Greg Patterson, Vice-President, Phillip Arceneaux, Members, Greg Bordelon, Charles Bruchhaus, Malon Dobson, David Doise, Paula LeJeune, Blake Petry, Paul Trahan and Russell Walker.
Absent: Blake Frey, Janet Jones and Summer LeJeune
Virtual: Janet Jones
Legal Counsel Present: Lauren Heinen (virtual)

The meeting was called to order by President Patterson.

Roll call was done by Mrs. Debbie Abshire. Mrs. Abshire confirmed that there were no requests for public comment or requests to speak on any agenda items.

An invocation was led by Jasper Stipek, 11th grade student at LAHS, followed by The Pledge of Allegiance to the U.S. flag by Sam Guinn, 6th grade student at HHS.

Motion by Mr. Trahan, seconded by Mr. Bruchhaus and unanimously carried to approve the School Board minutes of the Regular meeting on May 8, 2025.

Motion by Mr. Petry, seconded by Mr. Walker 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.

FINANCE COMMITTEE:

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

- 1. Grant permission to accept the following donations:
 - A. JHS
 - 1. Jennings Cheer Boosters \$5,720.00 to Varsity Cheerleaders.
Funds to be used towards uniforms.
 - 2. To Jazzers for supplies and other expenses:
 - A. Donations of \$200.00
 - 1. Bo Douget Trucking
 - 2. LA Farm Bureau/Kiandra Rideaux
 - B. Donations of \$150.00
 - 1. Jeff's AC
 - C. Donations of \$100.00
 - 1. Rocket Drive
 - 2. Rosebud's Gifts
 - 3. LeFort Orthodontics
 - 4. E-Z Shop
 - 5. Twice the Ice

6. Jason Smith
7. BAM Orthodontics
8. C'est La Vie
9. Ben Blanchard
10. Jeff Davis Insurance
11. Cormier's Meat Market
12. Greg Marcantel
13. John's Affordable Lawn Care
14. Robbie's Front End
15. Dr. Kieran & Tina Coleman
16. Lyons Market
17. Charles K. Fontenot
18. Patsey Fontenot
19. Ewings Carpentry
20. The Bank
21. Optimist Club
22. The Crane Guy
23. Helping Hearts Transportation
24. Boot State Technologies
25. Salon Cheveaux
26. Dugas Builders
27. Jeanie & Tody Benoit
28. Dave's Electric
29. Helping Hearts Transportation
30. Patrick W. Griffith, M.D.
31. Andrea's
32. Segura Family Medicine
- D. Donations of \$50.00
 1. Humble and Blessed
 2. Free Spirit Transportation
 3. Mr. and Mrs. Manuel
 4. Blackwater Gun Company, LLC
 5. Zina Botley
 6. Kilroy's Furniture
 7. Parker's
 8. Hanson's Super Foods
 9. Daigle's Phillips 66
 10. Fontenot Brothers Farm
 11. Boudin King
 12. LeBlanc Tire
 13. Tyron & Marquette Anthony
 14. New Horizons Counseling Center
- E. Donations of \$25.00
 1. Carolyn Simon
3. Band
 1. Zigler Foundation \$11,200.00. Funds to be used towards new band uniforms.

4. Teacher Appreciation. Funds to be used for meals and supplies Needed.
 - A. Donations of \$100.00
 1. Cormier's Meat Market
 2. Edward Family Medicine
 - B. Donations of \$50.00
 1. Drive Right
 2. Daniel Stretcher
 3. JD Insurance
 4. Regatta
 - C. Donations of \$25.00
 1. Greg Marcantel
 2. Ace Donuts
5. Awards Day. Funds to be used for awards and any supplies needed.
 - A. Donations of \$100.00
 1. Oustalet Chevy/Ford
 2. Jesus Worship Center
 3. Christ's Church
 - B. Donations of \$50.00
 1. Daniel Stretcher
 2. JD Insurance
 - C. Donations of \$25.00
 1. Greg Marcantel
 2. Mike Gillespie
 3. Ace Donuts
6. General Fund. To be used for any needs school may have.
 1. Blessed Photography \$400.00
7. Key Club. Funds to be used for expenses towards National Convention.
 1. The Zigler Foundation \$6,450.00
 2. Union Baptist Church \$500.00
 3. Sparks Law Firm \$100.00
 4. Kyle Mier, Sheriff \$100.00
- B. WHS
 1. Funds to be used towards rewarding students for good behavior throughout the year.
 1. Welsh Pharmacy \$50.00
 2. Red Cardinal \$150.00
 3. Lo-Lift \$100.00
 4. The Bank \$500.00
 5. Doucet Tire \$50.00
- C. JWCE
 1. The Bank \$250.00. Funds to be used for Teacher Appreciation Meals.

D. FES

1. Gulf South Pipeline \$500.00. Funds to be used for student supplies.

E. HHS

1. From Travis W. McManemin to HHS FFA Beekeeping Program. The equipment (estimated value of \$4,500.00) will be used by the students managing the FFA beekeeping program at Hathaway High School:
 1. 31 ware hive frames
 2. Swarm traps
 3. 8 medium boxes (2 lids), (4 bottoms)
 4. 7 inner covers
 5. 1 Queen Excluder and nucleus hive inner cover
 6. 1 Bucket head vacuum
 7. 1 4 Frame Extractor
 8. 1 2 Frame Extractor
 9. 4 Bee hive frames
 10. 12 bags of smoker fuel
 11. 2 smokers
 12. 1 butane torch
 13. 1 quart beetle trap oil
 14. 3 hive tools
 15. 5 medium 2 frame hive feeders
 16. 1 Oxalic acid and oxalic acid vaporizer
 17. Electric uncapping knife
 18. 1.5 gal Ultra bee pollen substitute
 19. 1 digital refract meter's
 20. 1 pair lamb skin gloves
 21. 8 pair rubber lined gloves
 22. 2 heat belts
 23. 5 bee keeper jackets
 24. 1 bee keeping hard hat
 25. 2 bee keeping hard hat veils
 26. 2 boney cap with screen
 27. 1 Life cycle of bee poster
 28. 1 honey thermometer

F. LAHS

1. Greater Houston Community Foundation \$3,000.00. Funds to be used for cheerleading program expenses.

Motion seconded by Mr. Doise and unanimously carried, with Mrs. P. LeJeune recused from voting.

Grant permission to the JDP Department of Special Services to accept a donation in the amount of \$303.69 from HAZA Foods of Louisiana, LLC. The funds were raised during the “Wendy’s Supporting JDP SPED Department Night” held on Wednesday, March 26, 2025, from 5:00 p.m. to 8:00 p.m. at the Wendy’s location in Jennings, Louisiana. As part of this event, 15% of all sales were donated to support the JDP

SPED Department. The donated funds are intended to be used for expenses related to Special Olympics activities and SPED Community Events/Programs. Motion seconded by Mr. Doise and unanimously carried.

Approve the 2025-2026 Salary Schedule. (Handout provided by Christin LeGros, Finance Director.) Motion seconded by Mr. Trahan and unanimously carried.

Award of Bid for Lake Arthur Bond for the Jefferson Davis Parish School Board to Contractor: Pat Williams Construction, LLC Contract Sum, Including Base Bid AND Add Alternate No. 1: \$2,858,000.00. Other bids received from K & J Development of SWLA \$2,895,000.00, Trahan Construction \$2,872,000.00, Alfred Palma \$2,888,000.00 and Group Contractors \$3,870,000.00. Motion seconded by Mr. Bordelon and unanimously carried.

Grant permission to renew the Frontline Education absence management and recruiting and hiring system contract at a cost of \$68,412.46. To be paid from the General Fund. Motion seconded by Mr. Petry and unanimously carried.

Grant permission to JHS to purchase 130 new band uniforms from Stanbury Uniforms at a cost of \$74,980.00. Other quotes received from Midwest Band (\$86,072.50) and Red River Music, Inc. (\$83,337.00). To be paid from JHS Band Account and Band Investment Account. Motion seconded by Mrs. P. LeJeune and unanimously carried.

Grant permission to Child Nutrition Program to purchase a 65 gallon 360,000 BTU natural gas water heater for EHS cafeteria from Southern Pipe and Supply for \$10,090. Other quotes received were from Grainger for \$10,092.50, and Coburn's \$13,562.17. The existing water heater busted and has to be replaced. To be paid from Child Nutrition Program. Motion seconded by Mr. Bruchhaus and unanimously carried.

Grant permission to JHS to accept the bid of \$ 26,080.92 from Tina's Flooring to rip out old flooring in the office area and replace it with new flooring. Other bids were from Fairway Flooring for \$ 26,156.19, and from Suarez Builders LLC. for 36,459.10. To be paid from JHS contingency. Motion seconded by Mrs. P. LeJeune and unanimously carried. Motion seconded by Mr. Doise and unanimously carried.

INSURANCE COMMITTEE:

The following recommendations were made by Mr. Blake Petry, Insurance Committee Chairman, that the School Board:

Accept the renewal quotes from Progressive Flood for flood insurance on the Lake Arthur Elementary campus buildings in the amount of \$26,818.00, which is an increase of \$3,867.00. Motion seconded by Mr. Doise and unanimously carried.

Accept the quotes provided by Student Assurance Services, Inc for Student & Athletic Insurance for the 2025-2026 school year beginning August 1, 2025 and ending August 1, 2026 for a price of \$6,109.82 which is an increase of \$594.93 from last year. Motion seconded by Mr. Dobson and unanimously carried.

Accept the quote provided by Arthur J. Gallagher for General Liability coverage through Liberty Insurance Corporation for a total premium of \$83,614.00. No other quotes were received. Motion seconded by Mr. Trahan and unanimously carried.

Accept the quote provided by Arthur J. Gallagher for Educators Legal Liability coverage through Liberty Mutual Fire Insurance Company for a total premium of \$38,490.00. No other quotes were received. Motion seconded by Mr. Arceneaux and unanimously carried.

Accept the quote provided by Arthur J. Gallagher for Automobile/Fleet coverage through Liberty Mutual Fire Insurance Company for a total premium of \$201,777.00. No other quotes were received. Last year's quote was a package that included General Liability, Auto/Fleet and Educators Liability coverage for a total premium of \$283,100.00. This year's 3 separate quotes are a total increase in cost of \$40,781.00. Motion seconded by Mr. Bordelon and unanimously carried.

Accept the quote provided by Arthur J. Gallagher for Cyber Liability, Employee Dishonesty and Crime coverage through Travelers Casualty and Surety Company of America for a total premium of \$34,859.00, which is a decrease of \$1,702.00 from last year. No other quotes were received. Motion seconded by Mrs. P. LeJeune and unanimously carried.

Accept the quote provided by Arthur J. Gallagher for Comprehensive Violent Assailant Coverage (CVA) Disaster Management (DMI) from Lloyds of London for a total premium of \$13,995.38, which is an increase of \$941.55 from last year. No other quotes were received. Motion seconded by Mr. Doise and unanimously carried.

Accept the quote provided by Arthur J. Gallagher for Workers Compensation coverage from Louisiana Workers Compensation Corporation for a total premium of \$362,703.00, which is an increase of \$27,005.00 from last year. No other quotes were received. Motion seconded by Mr. Trahan and unanimously carried.

Consideration of a motion to reject Uninsured / Underinsured Motorist Bodily Injury Coverage from the Automobile/Fleet policy and further move to authorize Superintendent, John Hall or Director of Finance, Christin LeGros to sign on behalf of the Jefferson Davis Parish School Board to reject Uninsured / Underinsured Motorist Bodily Injury coverage from the Automobile/Fleet policy. Motion seconded by Mr. Arceneaux and unanimously carried.

Accept the quote provided by McGriff for Property Insurance in the amount of \$1,161,987.00. This is a traditional policy of AOP and AOW with \$50 million in coverage and \$100,000.00 deductible and NS with a 3% per building / minimum of \$100,000 deductible and 5% Agent commission. Includes 5 million of flood and 5 million earth movement and 100 million boiler and machinery. Other quotes received from:

Jeff Davis Insurance \$1,107,586.12, Traditional/50 Million AOP Coverage/1% per building/\$100,000 deductible/3% per building /Minimum \$100,000/Agent Commission \$10.0%/ (which includes \$50K earth movement)

Gallagher \$1,185,178.27/Traditional/50 Million AOP coverage/\$100,000 deductible/3% per building/Minimum \$100,000/ Agent Commission \$7.5%/(Includes 5 million of flood and 5 million earth movement)

Jeff Davis Insurance \$1,167,350.62/Traditional/50 Million AOP Coverage 1% per building/ \$100,000 deductible / 3% per building/Minimum \$100,000/Agent Commission \$10.0% Total Premium (which includes \$25K earth movement and 5 million flood)

Motion seconded by Mr. Dobson and unanimously carried.

POLICY COMMITTEE:

The following recommendation was made by Mr. Russell Walker, Policy Committee Chairman, that the School Board adopt the following revised policy:

The following policy changes are recommended by JDP.

1. PURCHASING: File DJE

Effective: upon approval

It is recommended that we add a section to policy regarding Suspension and Debarment after our last FEMA audit.

Motion seconded by Mr. Petry 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

Ward II - Paula LeJeune, Chairman

Legislative Liaison - Greg Bordelon, Chairman

Long Range Planning - Paul Trahan, Chairman

Food Service - Greg Patterson, Chairman

The Sales Tax report was given by Mrs. Christin LeGros, Finance Director.

NEW BUSINESS:

Motion by Mr. Petry, seconded by Mr. Trahan and unanimously carried to adopt the Louisiana Audit & Compliance Questionnaire, as required by the Legislative Auditor, for the 2024-25 fiscal year.

Motion by Mr. Arceneaux, seconded by Mrs. P. LeJeune and unanimously carried to approve and sign the Engagement Letter for the Fiscal year June 30, 2025 audit between Management and the Board and Mike Gillespie, CPA, APAC, External auditors.

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

1. LAHS coaches to attend the Southern Mississippi Team Camp from June 5-6, 2025. At no expense to the Board.
2. LAHS coaches to attend the East Texas Baptist Team Camp from June 12-15, 2025. At no expense to the Board.

3. WHS Principal, Mark Deshotel and Teacher, Kayla Deshotel to travel to Chula Vista, CA to attend the Jostens Renaissance Program Professional Development from June 26-30, 2025. At no expense to the Board.

Motion by Mr. Petry, seconded by Mr. Trahan and unanimously carried to grant permission to the following School Board Members to attend the Southern Region Leadership Conference in Lake Charles, LA on July 28-30, 2025 and pay registration fees associated with conference:

1. Phillip Arceneaux
2. Janet Jones
3. Paula LeJeune
4. Summer LeJeune

Motion by Mr. Petry, seconded by Mr. Arceneaux and unanimously carried to declare the following items as surplus/salvage and send to the next available public auction:

1. FES
 1. 40 student desks
 2. 8 eight foot tables
 3. 1 office desk
 4. 1 six foot table
 5. 6 chairs
2. WES
 1. 29 blue student desks
 2. 3 wooden small student tables
 3. 1 podium 6 small rectangle tables
 4. 2 round tables
 5. 14 big rectangle tables
 6. 5 student center desks
 7. 6 filing cabinets
 8. 1 3-part wooden teacher desk
 9. 1 small student desk
 10. 1 grey computer desk
 11. 2 small wooden student desks
 12. 100 student chairs
 13. 39 desk tops
 14. 6 computer carts
 15. 1- PreK playset
 16. 1- wooden triangle climbing equipment

Motion by Mr. Arceneaux, seconded by Mr. Petry 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, seconded by Mr. Petry and unanimously carried to approve the following Behavioral Intervention Support Teacher (Federally Funded) job description:



Jefferson Davis Parish Schools

Job Description

Revised 2025

TITLE: Behavioral Intervention Support Teacher (Federally Funded)

QUALIFICATIONS: College degree, valid Louisiana Teaching Certificate in the assigned areas of instruction pursuant to BESE *Bulletin 746*

Experience or training in behavioral intervention, trauma-informed care or working with at-risk populations preferred.

REPORTS TO: School Principal and Federal Programs Supervisor

JOB GOAL: To support the academic and behavioral success of at-risk elementary students by providing targeted interventions and facilitating smooth transitions from alternative or intensive support settings back into the general education classroom. This includes close collaboration with teachers, counselors, administrators, and families.

TERMS OF EMPLOYMENT: 9 Month - the number of days as required by the currently adopted JDP calendar.

EVALUATION: Educator evaluation annually pursuant to BESE *Bulletin 130*

COMPENSATION: 9 Month Certified Salary Schedule

PERFORMANCE RESPONSIBILITIES:

1. Fulfill all duties traditionally expected of those in the teaching profession.
2. Design, plan and deliver student-centered instruction to all students effectively as measured by the educator evaluation system in accordance with federal and state regulations and the district's Personnel Evaluation Plan.
3. Assume responsibility for growth in student learning in the assigned area(s) of instruction.
 - a. Ensure that student growth is continuous and appropriate for assigned students.
 - b. Develop and meet two yearly student learning targets which positively affect student achievement
4. Plan and prepare in advance for teaching of classes and students assigned. Provide written evidence of preparation which references standards, units, activities, materials, literacy strategies, and formal/informal evaluation of learner outcomes upon request.
 - a. Establish learning objectives consistent with appraisal of student needs, requirements of district-adopted curricula, and knowledge of human growth and development.
 - b. Plan for and utilize instructional methods, resources and evaluation techniques which motivate and enable each student to achieve learning objectives.
 - c. Create and maintain a classroom environment that provides for student involvement in the learning process and enables each student to achieve learning objectives in the least restrictive environment.
 - d. Establish, post, and enforce rules and expectations for student behavior.
 - e. Implement all components of relevant district-adopted curriculum with fidelity.
 - f. Provide opportunities for students' involvement and engagement in the learning process to enhance retention, application, relevance, and higher order thinking.
 - g. Use all available resources including differentiated instruction through RTI to develop intervention plans for students failing to progress at an acceptable pace with their class and/or peer group. When necessary, conduct social-emotional learning (SEL) lessons and restorative practices with targeted groups.
 - h. Plan and provide regular, rigorous assessments which are aligned with the depth and rigor of the state standards and content, including curriculum resources, and provide timely academic feedback to promote student learning.
 - i. Understand individualized plans for assigned students with behavior, health, and learning needs and ensure accommodations and modifications are in place in the classroom.
5. Identify student needs and cooperate with other professional staff members in assessing students and developing plans to address health, behavioral and learning problems.
6. Provide accommodations/ modifications and/or interventions for at-risk/remedial students, and/or sub groups as appropriate.
 - a. Serve as a liaison between regular education teachers and support staff to ensure consistency in behavior expectations, accommodations, and support strategies. When necessary, provide consultation and professional development support to classroom teachers regarding classroom management and positive behavior strategies.
7. Exert every effort to provide clear and timely information at regular intervals to parents, caregivers, and colleagues regarding classroom expectations, student progress, student conduct, and ways they can assist student learning

and behavior. Be available for parent-teacher conferences.

- a. Collaborate with families, counselors, and outside service providers (when applicable) to develop wrap-around support plans
8. Assist school administration in implementing all policies and rules governing student conduct and effective school operation.
9. Monitor student conduct throughout the school building and grounds and enforce all policies and rules governing student conduct.
 - a. Implement Tier II and Tier III behavioral interventions to support students exhibiting significant behavioral and/or emotional challenges.
10. Assist administrators and other staff members in the orderly, expedient and safe transition of students from one location to another.
 - a. Additionally, provide transitional support and ongoing monitoring for students returning from disciplinary removals, alternative programs, or hospital/homebound placements to ensure successful reintegration.
11. Take all necessary and reasonable precautions to protect students, equipment, books, materials, and facilities.
12. Perform various administrative duties such as taking attendance, organizing the classroom, and responding to emails and phone calls from parents, school administrators, and staff in a timely manner.
13. Maintain a physical classroom environment that is organized to promote learning for all students, with supplies, equipment, and resources accessible to provide learning opportunities.
 - a. Create a safe, nurturing, and structured environment within the intervention setting to teach self-regulation and social-emotional skills.
14. Maintain effective, efficient, and timely record-keeping procedures, including but not limited to lesson plans, student attendance, student grades, physical inventory management, classroom schedules, student assessment data, and students' written work.
15. Supply adequate lesson plans, seating charts, class rosters, and other essential information for substitutes in the event of absence from work.
16. Collaborate with peers to enhance the instructional environment for students by participating in activities which may include, but are not limited to, team teaching, team planning, teacher collaborative meetings, grade-level meetings, staff development, and various committees.
 - a. Design and lead individualized behavior support plans (BSPs) in coordination with the schools SBLC, counselor, and administration
 - b. Collect and analyze behavioral data to adjust intervention strategies and document progress toward student-specific goals.
17. Serve on special committees (e.g., IEP, 504, Student Well-Being, SBLC, Pupil Progression/IAIP, Crisis, Dyslexia) as assigned by the School Principal or district administration and perform related work as required.
18. Provide leadership, supervision, and support for students' extracurricular activities in assigned student organization or club including but not limited to:
 - a. Attend all events which students attend as an official club function, including but not limited to local, regional, state, and national conferences and competitions.
 - b. Ensure plans for all club functions conform to school and district policy.
 - c. Enforce the applicable student dress code at all official club functions.
 - d. Safeguard and accurately account for all monies advanced by or received from students, parents, the school, or other persons, including vendors and donors, in accordance with the rules of his/her school and the policies of the Board.
 - e. Properly document and maintain receipts evidencing all monies collected and/or spent in accordance with the rules of his/her school and the Board.
 - f. Be present and on time for all official club functions and transportation to and from events as assigned by the School Principal.
 - g. Comply with all state and national governing board rules, where applicable.
 - h. Maintain equipment and facilities related to the assigned club or organization.
19. Attend before school/after-school events as scheduled, including but not limited to in-person faculty meetings six (6) times per school year, parent/family night events no more than four (4) times per school year, and after school athletic and special events duty as assigned not to exceed five (5) times per school year; not to exceed a total of fifteen events (15) per school year.
20. If assigned to multiple locations, provide and follow consistently the daily schedule provided to direct supervisor, school principals, and applicable teachers.

PROFESSIONAL RESPONSIBILITIES:

1. Maintain professional personal appearance and demonstrate respect for colleagues.
2. Attend work regularly; report to work on time; and provide advance notice of need for absence.
3. Complete work efficiently and accurately (with few/no errors) within deadlines without supervision.
4. Perform job responsibilities consistently, use time wisely, plan properly, take care of materials and equipment.
5. Maintain confidentiality and demonstrate trustworthiness; exercise good judgment.
6. Support, implement, assist with, and/or ensure application of district initiatives and other programs or directives of the Superintendent and Board.

- 7. Keep the direct supervisor informed of the progress being made in the area(s) of responsibility.
- 8. Report to the Jefferson Davis Parish School Board as needed or directed.
- 9. Keep abreast professionally by attending local, regional, state, or national meetings and/or staff development that address area(s) of responsibility as directed by the supervisor.
- 10. Complete and submit all forms, reports, documentation, and trainings by required dates and in accordance with district policies and procedures.
- 11. Remain open to suggestions and innovative ideas; receive and apply feedback.
- 12. Demonstrate competence in areas of responsibility.
- 13. Exert every effort to constructively involve stakeholders in all professional settings.
- 14. Communicate appropriately and work effectively with all populations.
- 15. Exhibit desirable qualities such as commitment to job responsibilities, enthusiasm, cooperation, sense of humor, creativity, tact, positive attitude/work ethic, dependability, punctuality, self-discipline/control, poise, voice control, effective nonverbal communication, a professional appearance, initiative, and a genuine concern and interest for others.
- 16. Follow the specific requirements established by the School Board (LEA), State Department of Education (SDE), the State Board of Elementary and Secondary Education (SBESE), and/or Federal regulations and guidelines established by each.
 - a. Contribute data and documentation for program evaluation and reporting.
- 17. Model ethical behavior at schools and in the community.
- 18. Support the policies of the Jefferson Davis Parish School Board and the procedures of the school/system.
- 19. Follow the appropriate chain of command when communicating concerns.
- 20. Use appropriate language that is void of vulgarity, lewdness, coarseness, or profanity.
- 21. Adhere to the Responsibility Contract for Acceptable Use of Telecommunication Services.
- 22. Perform any duty, not specifically assigned, as deemed necessary by the assigning authority in order to maintain continuity where needed.

While the operation of the Jefferson Davis Parish School Board and its schools is governed by the provisions of this and all other policies, as well as the procedures of the individual schools, no policy manual can list each and every instance of misconduct that is precluded. Accordingly, employees are cautioned that the appropriateness of certain action or behavior must necessarily be dictated by the nature of the position held by the employee and common sense. By virtue of one’s education and experience, an employee knows and understands that certain actions or conduct are unacceptable even in the absence of formal policy. For instance, without the need of a specific prohibition or warning, a classroom teacher should be aware of the impropriety of certain practices such as leaving students unattended, using profanity or sexually suggestive language or bringing a firearm onto campus. Such conduct constitutes both incompetence and willful neglect of duty and will result in the imposition of discipline up to and including termination.

I certify that I have reviewed and understand each requirement and that I am capable of meeting each and every requirement.

Printed Name of Evaluatee

Signature of Evaluatee

Date Signed by Evaluatee

Printed Name of Evaluator

Signature of Evaluator

Date Signed by Evaluator

Motion by Mr. Petry, seconded by Mr. Doise and unanimously carried to approve the following Behavioral Intervention Specialist - School Counselor job description:



Jefferson Davis Parish Schools
Job Description
Revised 2025

TITLE: Behavioral Intervention Specialist - School Counselor

QUALIFICATIONS: Certification in school counseling as prescribed by the Board of Elementary and Secondary Education, with expertise in behavioral intervention and response to intervention implementation.

REPORTS TO: School Principal

JOB GOAL: To provide a tiered system of behavioral interventions that supports the emotional and behavioral growth of all students, empowering them to succeed academically and socially.

TERMS OF EMPLOYMENT: 10 Month - the number of days as required by the currently adopted JDPSB calendar.

EVALUATION: Counselor Evaluation annually pursuant to BESE *Bulletin 130*

COMPENSATION: 10 Month Certified Salary Schedule

PERFORMANCE RESPONSIBILITIES:

1. Establish and implement a comprehensive school counseling program focused on behavioral interventions and supports, measured by the counselor evaluation system in accordance with federal and state regulations and the district's Personnel Evaluation Plan.
2. Assume responsibility for growth in student learning in the assigned area of responsibilities.
 - a. Ensure that student growth is continuous and appropriate for assigned students.
 - b. Develop and meet two yearly goals which positively affect student achievement through job responsibilities.
3. Set counseling goals, develop action plans, and monitor progress toward goals.
 - a. Collect and analyze student data from various sources (e.g., academic records, attendance reports, discipline records) to identify trends to inform counseling goal setting and action plans.
 - b. Develop counseling goals, action plans, and targeted interventions that are aligned with identified gaps in one or more of the following: student achievement, teacher observations, attendance, discipline, college and career planning, crisis intervention, and/or social development.
 - c. Monitor progress toward counseling goals/behavioral interventions and adjust support strategies in action plans as needed, demonstrating flexibility in response to changing student needs.
4. Support students in meeting academic and behavioral expectations.
 - a. Identify student needs and collaborate with other professional staff members in assessing students and developing plans to address health, behavioral and learning problems, using an assessment tool when necessary to determine students' academic and/or social/behavioral needs to identify support for students.
 - b. Provide support for students experiencing academic and/or behavioral challenges.
 - c. Assist students in setting academic and/or behavioral goals to establish educational plans.
 - i. Provide conflict resolution and mediation support.
 1. Mediate conflicts between students or between students and staff.
 2. Teach conflict resolution skills to help students manage interpersonal conflicts constructively.
 - ii. Provide academic counseling:
 1. Assist students in course selection based on their abilities, interests, and future goals.
 2. Monitor students' academic progress and intervene when necessary to address issues.
 3. Ensure students are on track to meet graduation and TOPS requirements based on diploma type, pathway, and credentials.
 4. Provide guidance on study skills, time management, academic planning and social emotional learning.
 5. Ensure students meet required deadlines, e.g. FAFSA submission, college applications, college admissions testing registration deadlines.
 - d. Conduct individual and group counseling sessions with students to address identified concerns and challenges.
 - e. Respond to immediate and urgent concerns, such as emotional crises or traumatic events, emergencies, or incidents affecting the school community.
 - i. Implement crisis intervention strategies and coordinate with administrators, teachers, and external agencies to ensure appropriate support and safety measures are in place.
 - ii. Provide support and resources to students and families during times of crisis or trauma.
 - iii. Provide behavioral crisis de-escalation support as needed.
5. Provide educational and career guidance to students, including but not limited to the following:

- a. Provide guidance on course selection, college admissions, career exploration, and post-secondary options.
- b. Conduct career assessments and facilitate discussions to help students explore career interests and develop career readiness skills.
- c. Organize college fairs, career days, and workshops to enhance students' awareness of educational and career opportunities, including a diverse range of post-secondary institutions and career options.

6. Coordinate and provide school-wide student support services efficiently and effectively.

- a. Coordinate and provide student support using available data and resources.
 - i. Identify and facilitate lessons and/or sessions that are relevant, engaging, and developmentally appropriate for students to ensure impact on students' overall development and growth.
 - ii. Collect and use available student data to determine trends and patterns to document impact and inform next steps.
 - iii. Engage with school leaders, teachers, and other support staff to support the implementation of identified next steps in daily practices.
- b. Determine students' needs and implement targeted support plans.
 - i. Use data sources to demonstrate a need for change school wide (e.g., discipline, attendance, achievement).
 - ii. Conduct needs assessments to design action plans for support, instruction, and intervention.
 - iii. Implement student support plans that include tailored interventions that are aligned to identified needs (e.g., discipline, attendance, course enrollment patterns, achievement, lead opportunity, academic, mental health and well-being, career support) to enhance students' overall self-development, academic achievement, and resilience.
 - iv. Create lesson plans/counseling sessions that are aligned to students' well-being, and/or academic needs, providing opportunities for differentiation that accommodate various learning styles.
- c. Organize and manage time and student records effectively.
 - i. Prioritize and manage the allocation of time to optimize opportunities to address the needs of all students (e.g., use of calendars, meetings, lessons, deadlines).
 - ii. Organize accurate records of counseling activities.
 - iii. Maintain complete and accurate student documentation, including records of behavior, academic performance, relevant communication with parents, and student progress.
 - iv. Maintain a physical office environment using an organizational system that is designed to support all students, with supplies, equipment, and resources accessible to aid students in their educational, vocational, personal, social, health, and civic development.
 - v. Perform various administrative duties such as responding to emails and phone calls from parents, school administrators, and staff in a timely manner.
 - vi. Prepare and submit required reports as assigned by the School Principal.
- d. Exert every effort to provide clear and timely information at regular intervals to parents, caregivers, and colleagues regarding school expectations, student progress, student conduct, and ways they can assist student learning and behavior. Be available for parent-teacher conferences.
 - i. Ensure parents/guardians are notified about students' post-secondary education and career options based on students' selected diploma type, pathway, GPA, and standardized test scores.

7. Collaborate and engage with school personnel and all stakeholders effectively.

- a. Collaborate with the school leadership team, teachers, and other agencies as appropriate to address student needs (e.g., academic, well-being, and/or physical) by participating in activities which may include, but are not limited to, planning meetings, professional learning community meetings, grade level meetings, staff development, and various committees.
- b. Consult with fellow school personnel and community resources, as appropriate, before making a referral to ensure a comprehensive understanding of the student's situation.
- c. Collaborate with families, teachers, school leaders, other school staff, and education stakeholders to positively impact the success of students.
- d. Discuss and provide documentation of progress toward school and student goals with school leaders, teachers, and students.
- e. Establish partnerships with relevant agencies and post-secondary institutions.
- f. Attend teacher collaboration meetings and provide school counseling information (e.g., attendance records, discipline records, achievement data) during teacher collaboration.

8. Collaborate with the School Principal and colleagues to generate the master schedule annually.

9. Serve on special committees (e.g., 504, Student Well-Being, SBLC, Pupil Progression/IAIP, Crisis, Dyslexia) as required by School Principal or district administration and perform related work as required.

10. Plan and oversee assigned events as required by School Principal, e.g., graduation ceremonies, ring ceremony.

11. Assist school administration in implementing all policies and rules governing student conduct and effective school operation.

- a. Monitor student conduct throughout the school building and grounds and enforce all policies and rules governing student conduct.
 - b. Assist administrators and other staff members in the orderly, expedient and safe transition of students from one location to another to ensure behavioral success.
12. Take all necessary and reasonable precautions to protect students, equipment, books, materials, and facilities.
13. Attend before school/after-school events as scheduled, including but not limited to in-person faculty meetings six (6) times per school year, parent/family night events no more than four (4) times per school year, and after school athletic and special events duty as assigned not to exceed five (5) times per school year; not to exceed a total of fifteen events (15) per school year.

PROFESSIONAL RESPONSIBILITIES:

- 1. Maintain professional personal appearance and demonstrate respect for colleagues.
- 2. Attend work regularly; report to work on time; and provide advance notice of need for absence.
- 3. Complete work efficiently and accurately (with few/no errors) within deadlines without supervision.
- 4. Perform job responsibilities consistently, use time wisely, plan properly, take care of materials and equipment.
- 5. Maintain confidentiality and demonstrate trustworthiness; exercise good judgment.
- 6. Support, implement, assist with, and/or ensure application of district initiatives and other programs or directives of the Superintendent and Board.
- 7. Keep direct supervisor informed of the progress being made in area(s) of responsibility.
- 8. Report to the Jefferson Davis Parish School Board as needed or directed.
- 9. Keep abreast professionally by attending local, regional, state, or national meetings and/or staff development that address area(s) of responsibility as directed by supervisor.
- 10. Complete and submit all forms, reports, documentation, and trainings by required dates and in accordance with district policies and procedures.
- 11. Remain open to suggestions and innovative ideas; receive and apply feedback.
- 12. Demonstrate competence in areas of responsibility.
- 13. Exert every effort to constructively involve stakeholders in all professional settings.
- 14. Communicate appropriately and work effectively with all populations.
- 15. Exhibit desirable qualities such as commitment to job responsibilities, enthusiasm, cooperation, sense of humor, creativity, tact, positive attitude/work ethic, dependability, punctuality, self-discipline/control, poise, voice control, effective nonverbal communication, a professional appearance, initiative, and a genuine concern and interest for others.
- 16. Follow the specific requirements established by the School Board (LEA), State Department of Education (SDE), the State Board of Elementary and Secondary Education (BESE), and/or Federal regulations and guidelines established by each.
- 17. Model ethical behavior at schools and in the community.
- 18. Support the policies of the Jefferson Davis Parish School Board and the procedures of the school/system.
- 19. Follow the appropriate chain of command when communicating concerns.
- 20. Use appropriate language that is void of vulgarity, lewdness, coarseness, or profanity.
- 21. Adhere to the Responsibility Contract for Acceptable Use of Telecommunication Services.
- 22. Perform any duty, not specifically assigned, as deemed necessary by the assigning authority in order to maintain continuity where needed.

While the operation of the Jefferson Davis Parish School Board and its schools is governed by the provisions of this and all other policies, as well as the procedures of the individual schools, no policy manual can list each and every instance of misconduct that is precluded. Accordingly, employees are cautioned that the appropriateness of certain action or behavior must necessarily be dictated by the nature of the position held by the employee and commonsense. By virtue of one’s education and experience, an employee knows and understands that certain actions or conduct are unacceptable even in the absence of formal policy. For instance, without the need of a specific prohibition or warning, a classroom teacher should be aware of the impropriety of certain practices such as leaving students unattended, using profanity or sexually suggestive language or bringing a firearm onto campus. Such conduct constitutes both incompetence and willful neglect of duty and will result in the imposition of discipline up to and including termination.

I certify that I have reviewed and understand each requirement and that I am capable of meeting each and every requirement.

Printed Name of Evaluatee

Printed Name of Evaluator

Signature of Evaluatee

Signature of Evaluator

Motion by Mr. Arceneaux, seconded by Mr. Trahan and unanimously carried to approve the following Music Teacher (Federally Funded) job description:



Jefferson Davis Parish Schools
Job Description
Revised 2025

TITLE: Music Teacher (Federally Funded)

QUALIFICATIONS: College degree, valid Louisiana Teaching Certificate in the assigned area of Music Education pursuant to BESE *Bulletin 746*

REPORTS TO: School Principal

JOB GOAL: To lead and inspire students to appreciate and develop musical skills through high-quality instruction and performance opportunities.

TERMS OF EMPLOYMENT: 9 Month - the number of days as required by the currently adopted JDP calendar.

EVALUATION: Educator evaluation annually pursuant to BESE *Bulletin 130*

COMPENSATION: 9 Month Certified Salary Schedule

PERFORMANCE RESPONSIBILITIES:

1. Fulfill all duties traditionally expected of those in the teaching profession.
2. Design, plan and deliver student-centered music instruction to all students effectively as measured by the educator evaluation system in accordance with federal and state regulations and the district’s Personnel Evaluation Plan.
3. Assume responsibility for growth in student musical learning and performance skills.
 - a. Ensure that student growth is continuous and appropriate for assigned students.
 - b. Develop and meet two yearly student learning targets which positively affect student achievement
4. Plan and prepare in advance for teaching music classes and students assigned. Provide written evidence of preparation upon request.
 - a. Establish music learning objectives consistent with standards and student needs.
 - b. Plan for and utilize instructional methods, resources and evaluation techniques which motivate and enable each student to achieve musical learning objectives.
 - c. Create and maintain a classroom environment conducive to music learning and student participation and also one that enables each student to achieve learning objectives in the least restrictive environment.
 - d. Establish, post, and enforce rules and expectations for student behavior and participation in music.
 - e. Implement district-adopted music curriculum with fidelity.
 - f. Provide opportunities for students’ involvement and engagement in music theory, performance, appreciation, and creative expression.
 - g. Use all available resources including differentiated instruction to support diverse learning needs in music education.
 - h. Plan and provide regular assessments aligned with music content and provide feedback to promote student learning.
 - i. Understand individualized plans for assigned students with behavior, health, and learning needs and ensure accommodations and modifications are in place in the classroom.
5. Identify student needs and cooperate with other professional staff members in assessing students and developing plans to address health, behavioral and learning problems.
6. Provide accommodations/ modifications and/or interventions for at-risk/remedial students, and/or sub groups as appropriate.
7. Exert every effort to provide clear and timely information at regular intervals to parents, caregivers, and colleagues regarding classroom expectations, student progress, student conduct, and ways they can assist student learning and behavior. Be available for parent-teacher conferences.
8. Assist school administration in implementing all policies and rules governing student conduct and effective school operation.
9. Monitor student conduct throughout the school building and grounds and enforce all policies and

rules governing student conduct.

10. Assist administrators and other staff members in the orderly, expedient and safe transition of students from one location to another.
11. Take all necessary and reasonable precautions to protect students, equipment, books, materials, and facilities.
12. Perform various administrative duties such as taking attendance, organizing the classroom, and responding to emails and phone calls from parents, school administrators, and staff in a timely manner.
13. Maintain a physical classroom environment that is organized to promote learning for all students, with supplies, equipment, and resources accessible to provide learning opportunities.
14. Maintain effective, efficient, and timely record-keeping procedures, including but not limited to lesson plans, student attendance, student grades, physical inventory management, classroom schedules, student assessment data, and students' written work.
15. Supply adequate lesson plans, seating charts, class rosters, and other essential information for substitutes in the event of absence from work.
16. Collaborate with peers to enhance the instructional environment for students by participating in activities which may include, but are not limited to, team teaching, team planning, teacher collaborative meetings, grade-level meetings, staff development, and various committees.
17. Serve on special committees (e.g., IEP, 504, Student Well-Being, SBLC, Pupil Progression/IAIP, Crisis, Dyslexia) as assigned by the School Principal or district administration and perform related work as required.
18. Provide leadership, supervision, and support for students' extracurricular activities in assigned student organization or club including but not limited to:
 - a. Attend all events which students attend as an official club function, including but not limited to local, regional, state, and national conferences and competitions.
 - b. Ensure plans for all club functions conform to school and district policy.
 - c. Enforce the applicable student dress code at all official club functions.
 - d. Safeguard and accurately account for all monies advanced by or received from students, parents, the school, or other persons, including vendors and donors, in accordance with the rules of his/her school and the policies of the Board.
 - e. Properly document and maintain receipts evidencing all monies collected and/or spent in accordance with the rules of his/her school and the Board.
 - f. Be present and on time for all official club functions and transportation to and from events as assigned by the School Principal.
 - g. Comply with all state and national governing board rules, where applicable.
 - h. Maintain and care for music equipment, instruments and classroom materials.
 - i. Supervise and manage music-related extracurricular activities such as concerts, ensembles, or clubs.
19. Attend before school/after-school events as scheduled, including but not limited to in-person faculty meetings six (6) times per school year, parent/family night events no more than four (4) times per school year, and after school athletic and special events duty as assigned not to exceed five (5) times per school year; not to exceed a total of fifteen events (15) per school year.
20. If assigned to multiple locations, provide and follow consistently the daily schedule provided to direct supervisor, school principals, and applicable teachers.

PROFESSIONAL RESPONSIBILITIES:

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4. Perform job responsibilities consistently, use time wisely, plan properly, take care of materials and equipment.
5. Maintain confidentiality and demonstrate trustworthiness; exercise good judgment.
6. Support, implement, assist with, and/or ensure application of district initiatives and other programs or directives of the Superintendent and Board.
7. Keep the direct supervisor informed of the progress being made in the area(s) of responsibility.
8. Report to the Jefferson Davis Parish School Board as needed or directed.
9. Keep abreast professionally by attending local, regional, state, or national meetings and/or staff development that address area(s) of responsibility as directed by the supervisor.
10. Complete and submit all forms, reports, documentation, and trainings by required dates and in accordance with district policies and procedures.
11. Remain open to suggestions and innovative ideas; receive and apply feedback.
12. Demonstrate competence in areas of responsibility.
13. Exert every effort to constructively involve stakeholders in all professional settings.
14. Communicate appropriately and work effectively with all populations.
15. Exhibit desirable qualities such as commitment to job responsibilities, enthusiasm, cooperation, sense of humor, creativity, tact, positive attitude/work ethic, dependability, punctuality, self-discipline/control, poise, voice control, effective nonverbal communication, a professional appearance, initiative, and a genuine concern and interest for others.
16. Follow the specific requirements established by the School Board (LEA), State Department of Education (SDE), the State Board of Elementary and Secondary Education (SBESE), and/or Federal regulations and guidelines established by each.

- 17. Model ethical behavior at schools and in the community.
- 18. Support the policies of the Jefferson Davis Parish School Board and the procedures of the school/system.
- 19. Follow the appropriate chain of command when communicating concerns.
- 20. Use appropriate language that is void of vulgarity, lewdness, coarseness, or profanity.
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I certify that I have reviewed and understand each requirement and that I am capable of meeting each and every requirement.

Printed Name of Evaluatee

Printed Name of Evaluator

Signature of Evaluatee

Signature of Evaluator

Date Signed by Evaluatee

Date Signed by Evaluator

Motion by Mr. Doise, seconded by Mr. Petry and unanimously carried, with Mr. Bruchhaus recused from voting, to approve the following non-faculty coaches for 2025-2026 upon completion of LHSA coaching course certification and Board policy requirements.

- 1. Seth Archie, EHS football.
- 2. Summer Ceasar, EHS basketball.
- 3. Gavyn Chevallier, EHS softball.
- 4. Leigh Ann Bruchhaus, EHS track.
- 5. Neal Lege, EHS football.

INFORMATION

- 1. Summer Meal Program - Meals boxes will be distributed every Monday beginning June 2 - July 21, 2025 from 7:00 am until 12:00 pm at the following sites: Elton High, Lake Arthur Elementary, Hathaway High, Jennings Elementary, Fenton Elementary, Lacassine High, and Welsh High (Elementary).
- 2. Condolences are extended to the families of:
 - 1. Theodora Cade, LAES Teacher, who retired in 1972, with 16.5 years of service.

PERSONNEL CHANGES

A. Personnel changes:

APPOINTMENTS (08/04/25 unless stated otherwise)

1. Logan Batiste, EHS Teacher, re: Christina Langley retirement.
2. Virginia Sonnier, JES Teacher, re: Chelsea Babineaux transfer.
3. Madison Fontenot, JES Teacher, re: Paulette Kratzer retirement.
4. Natalie Heinen, HHS SPED PreK Teacher, re: Maggie Baxter transfer.
5. Rachelle Edwards, JES Teacher, re: Mary Spell transfer.
6. Isabella Chaumont, JES Teacher, re: Amy Hulsey retirement.
7. Aubrey Thompson, JES Teacher, re: Chelsea Deculus transfer.
8. Blair Venissat, LAHS Teacher, re: Ronchella Turner transfer.
9. Robbi Courville, HHS Teacher, re: Kelly Dronet retirement.
10. Morgan Woods, LAES Teacher, re: Jacqueline Prielipp retirement.
11. Beth Oliver, JES Teacher, re: Kelly Thibodeaux transfer.
12. Ryan Cary, JES SPED Teacher, re: Bethany Delome transfer.
13. Kamryn Benton, LAES Teacher, re: Tori Trahan transfer.
14. Claire Zaunbrecher, LAES Teacher, re: Cynthia Comeaux transfer.
15. Ross Edwards, Central Office Sales Tax Auditor, 05/01/25.
16. Gary Scharff, JHS Custodian, 05/27/25, re: Donald Citizen retirement.
17. Ashton Broussard, JES Teacher, re: new position.
18. Sandy Gobert, WES SPED Teacher, re: Rachael Benoit retirement.
19. Rene Domingue, LHS Teacher, re: Makenna Sanders Hardwick Resignation.
20. Katie Ryder, WES SPED Para, 08/06/25, re: Caroline Duhon transfer.
21. Rhea P. Daville, EES SLP, re: Paula Fruge retirement.

TRANSFERS

1. Brittany Thomas, EHS SPED Para to EES (am) and EHS (pm) SPED Para, 08/06/25, re: split campus.
2. Ronchella Turner, LAHS Teacher to JHS Teacher, 08/04/25, re: Madeline Brame resignation.
3. Kristin Victorian, JHS Teacher to JHS Master Teacher, 12/02/24, re: new position.
4. Kelly Thibodeaux, JES 4th grade Teacher to JES 3rd grade Teacher, 08/04/25, re: Alexia Lacombe transfer.
5. Bethany Delome, JES SPED to JHS SPED, 08/04/25, re: Dana Simar transfer.
6. Debra Marceaux, HHS AP to JES AP, 07/23/25, re: Stacy Dickens resignation.
7. Dr. Cassidy Juneau, Media Center JCampus/SIS Coordinator to LAES Principal, 07/23/25, re: Maura Guillory retirement.

8. James Gueringer, Tech Center/Warehouse Maintenance to Tech Center/Warehouse Computer Tech, 06/01/25, re: Brandon Kelley resignation.
9. Caroline Duhon, WES SPED Para to WES Pre K Para, 08/06/25, re: Brittany Lopez transfer.
10. Morgan Vanicor, WES Kindergarten Teacher to WES 2nd grade Teacher, 08/04/25, re: Laney Meaux transfer.
11. Brittny Chaisson, WES 1st grade Teacher to WES 5th grade Teacher, 08/04/25, re: Natasha Marcantel.
12. Laney Meaux, WES 2nd grade Teacher to WES 1st grade Teacher, 08/04/25, re: Brittny Chaisson transfer.
13. Maggie Baxter, HH SPED Teacher to SPED Facilitator PAS 7/12/25, re: Rosalind Broussard retirement.
14. Chelsea Babineaux, JES Teacher to JES SPED, re: Sandra Simien retirement.
15. Mary Spell, JES Teacher to JES Librarian, re: Linda Anthony retirement.

LEAVE WITHOUT PAY

1. Lisa Shuff, FES Cafeteria Tech, 05/08/25 to 05/09/25.
2. Shelby Nunez, WES Para, 05/13/25.
3. Kelly Dronet, HHS Teacher, 05/16/25.
4. Cheyenne Benoit, LAES Cafeteria Tech, 04/30/25 and 05/15/25.

RESIGNATION

1. Brittany Manuel, JHS Teacher, 05/24/25.
2. Cyrus Vidrine, JHS Teacher, 05/24/25.
3. Stacey Noel, JES Custodian, 06/02/25.
4. Kelly Carter, FES SPED Para, 05/24/25.
5. Makenna Sanders Hardwick, LHS Teacher, 05/24/24.
6. Robert Kingrey, LHS Homebound Teacher, 05/24/25.
7. Therese Seilhan, HHS Teacher, 05/24/25.
8. Selina Holden, EES SPED Teacher, 05/24/25.

RETIREMENT

1. Maura Guillory, LAES Principal, 07/01/25, with 28 years of service.
2. Cherylene Jones, JES Cafeteria Tech, 05/26/25, with 10 years of service.

SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION

Announcement of Public Meeting was read out loud:

Notice is hereby given that at its meeting to be held on Thursday, July 17, 2025 at 6:00 p.m. at its regular meeting place, 203 E. Plaquemine Street, Jennings, Louisiana, the Parish School Board of the Parish of Jefferson Davis, State of Louisiana, plans to consider adopting a resolution ordering and calling an election to be held in the Parish of Jefferson Davis, State of Louisiana, to authorize the levy of a sales and use tax therein.

EXECUTIVE SESSION

None.

ADJOURN

There being no other business to come before the Board, it was moved by Mr. Bruchhaus, seconded by Mr. Dobson and unanimously carried, to adjourn at 6:31 pm.

/s/ Greg Patterson, President

ATTEST:

/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.