



**JEFFERSON DAVIS PARISH SCHOOL BOARD
AGENDA
203 E. PLAQUEMINE STREET
JENNINGS, LOUISIANA
(337) 824-1834
AUGUST 20, 2015, 6:00 P.M.**

I. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE.

II. ROLL CALL FOR DETERMINATION OF A QUORUM.

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III. APPROVAL OF THE SCHOOL BOARD MINUTES OF THE SPECIAL MEETING ON JULY 14, 2015 AND THE REGULAR MEETING ON JULY 16, 2015.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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IV. VOTE TO CHANGE THE ORDER OF TOPICS TO BE ADDRESSED AND TO ADD NEW ITEMS NOT ON THE ORIGINAL AGENDA.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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V. BOARD COMMITTEE REPORTS:

****** ADDENDUM**

A. FINANCE COMMITTEE - REQUESTS FROM THE FINANCE COMMITTEE, JASON BOULEY, CHAIRMAN, THAT THE SCHOOL BOARD:

1. Grant permission to Brant Smith, Supervisor of Auxiliary and Support Services to purchase on State Contract the following:
 1. Plumbers Truck - F250 with a Service bed \$24,166.00. (Current vehicle has 239,737 miles.)
 2. A/C Truck - F250 Regular Bed \$20,113.00. (Current vehicle has 221,447 miles.)
 3. Foreman's Truck - F250 Regular Bed \$20,113.00. (Current vehicle has 154,784 miles.)

To be paid from General Fund.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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2. Grant permission to Brant Smith, Supervisor of Auxiliary and Support Services to purchase on State Contract either a 37.5 Kubota tractor, front-end loader, 3 point backhoe, box blade, bush hog, road grader, and 24' gooseneck trailer at a cost of \$38,244.02 or a 54.7 Kubota tractor, front-end loader, backhoe with 16" bucket, box blade, grading scraper, Rotary Cutter with Front Chain and Rear Chain guard and a 24' gooseneck trailer at a cost of \$45,188.94. This would prevent a reoccurring rental cost for the necessary equipment needed for servicing our campuses. To be paid from General Fund.

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3. Grant permission to Elton High to accept a \$100.00 donation from Debra Thompson, to be used as needed to paint EHS Varsity cheer room.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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4. Grant permission to Hathaway High to accept \$250.00 donations each from the following to be used for Athletics and Billboard:

1. Motes Lease Service, LLC
2. Cypress Point Fresh Market
3. Logan Nichols
4. Fontenot Animal Hospital
5. Bubba Oustalet
6. Butchie's Corner
7. Thibodeaux, Albro & Touchet
8. Guillotte Brothers, Inc.
9. Fuselier Canal, Inc.
10. Port Aggregates, Inc.
11. The Firm of LA
12. McDonalds
13. Savoy Rentals
14. Acadian Contractors, Inc.
15. Trahan Farms Catering
16. Prime Tank, LLC
17. Island Operating Co., Inc.
18. Offshore Services of Acadiana, LLC
19. Turnkey Cleaning Services, GOM
20. Louisiana Safety Systems, GOM
21. Shamrock Energy Solutions
22. Quality Process Services, LLC
23. Kilgore Marine
24. Environmental Solutions R360
25. LeJeune Enterprises
26. Miguez Funeral Home
27. BOBCAT Metering - Calibration Services, LLC
28. Resource Management
29. Youngs Appliance Repair
30. Sheriff Ivy Woods

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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5. Grant permission to Hathaway High to accept the following donations to be used for SWPBIS:

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| 1. | Guillotte Brothers, Inc. | \$ 600.00 |
| 2. | Jeff Davis Family Medicine | \$ 50.00 |
| 3. | Asclepius Financial Services | \$ 300.00 |
| 4. | St. Martin Bank & Trust Co. | \$ 150.00 |
| 5. | HHS PTC (Hornet mural) | \$ 588.00 |
| 6. | Thibodeaux, Albro & Toucet | \$ 300.00 |
| 7. | The Bank | \$ 600.00 |
| 8. | HLD (Hornet mural) | \$ 300.00 |
| 9. | Port Aggregates, Inc. | \$ 4,025.00 |
| 10. | McGowan Working Partners, Inc. | \$ 450.00 |

- 11. Marceaux's Electric (Hornet Mural) \$ 900.00
- 12. Merle Norman Cosmetics and Salon Marais \$ 300.00
- 13. Dwayne & Holly Compton \$ 150.00
- 14. Guillotte Brothers, Inc. \$ 100.00
- 15. Dr. Jody Fontenot / Fontenot Animal Hospital \$ 300.00
- 16. The Therapy Center \$ 100.00
- 17. BOBCAT Metering - Calibration Services, LLC \$ 600.00
- 18. Dr. Lam Nguyen \$ 300.00
- 19. Ms. Marilyn Strickland \$ 100.00
- 20. Hilliard & Laura Tall \$ 500.00
- 21. Butchies Corner \$ 200.00
- 22. Millers Paint and Body \$ 100.00

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6. Grant permission to Hathaway High to accept the following donations to be used to purchase a new basketball shooting machine:

- 1. Hathaway Lil Dribblers \$3,500.00
- 2. Pfizer Matching Funds \$3,500.00

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7. Grant permission to Hathaway High to accept a \$450.00 donation from McGowen Working Partners, which was used for the Summer Cafeteria Fencing Project.

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8. Approve a request from Dr. Virginia Sherrill, Curriculum Supervisor, to renew the Plato Coursewhere Secondary Academic Library Site License, at a cost of \$4,200.00. To be pad from General Fund.

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9. Grant permission to Lacassine High to replace the High School Wing Boiler Pump at a cost of \$11,135.00 by Johnson Control. This includes removing the existing pump and installing a new Bell and Gossett pump and motor skid and service and inspection. To be paid from District #8 Maintenance Contingency.

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10. Grant permission to Elton High to accept the quote of Wayne Fruge Trucking to purchase limestone for faculty parking lot and gym parking lot at a cost of \$4,500.00 (\$2,250.00 per parking lot). Other quote received from Frey Construction & Dirt Service, LLC (\$5,825.00 for Teacher Parking and \$2,765.00 for Student Parking). To be paid from District #22 Maintenance Contingency.

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11. Grant permission to Welsh High to purchase on State Contract a new Dell server at a cost of approximately \$7,170.22, and backup server software at a cost of \$1,547.17. To be paid from Maintenance CSD#1 funds.

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12. Grant permission to Jennings Elementary to accept a donation of office furniture and office equipment (e.g. desks, shelves, filing cabinets, office chairs, space heaters, computer monitors and keyboards, shredder and various note pads, ink pens and rulers) with an approximate value of \$2,000.00, from Jeff Davis Business Alliance.

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13. Adopt the 2015-16 Jefferson Davis Parish School Board Annual Operating Budget and the accompanying Budget Resolution. A public hearing was held on Tuesday, August 18, 2015 at 4:00 p.m. in the Board Room as required by law.

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B. Insurance - Phillip Arceneaux, Chairman

C. Building & Grounds - James Segura, Chairman

**** ADDENDUM

D. POLICY COMMITTEE - REQUESTS FROM THE FINANCE COMMITTEE, ROBERT MENARD, CHAIRMAN, THAT THE SCHOOL BOARD:

1. Consider the following revised policy:

1. Student Privacy and Education Records File: JR

The Student Records policy that this Board adopted at the July 2015 Board Meeting has been updated to include a name change and procedures dealing with the personally identifiable student information. (PII).

“Access to and disclosure of educational records and personally identifiable student information may be authorized by the Superintendent in accordance with the School Board policy and procedures.

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INFORMATION:

1. Procedures

The Student Privacy and Education Records packet will include the following:

1. Instructions for Completing Act 837 Student Privacy and Education Records Forms
2. Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information.
3. Act 837 Student Privacy and Education Records Opt-Out Form.
4. Act 837 Photo Release Consent Form 15A.
5. Act 837 Athletic Consent Form 15B.

6. Act 837 Activity Program/Club Consent Form 15C.
7. Act 837 Academic/Vocational Consent Form 15D.
8. Act 837 Transcript Release Consent Form 15E.
9. Act 837 LDOE LOFSA/TOPS Consent.

All students will receive the FERPA notice.

Any parents that would like to opt out of releasing their child's personally identifiable information (PII) will meet with the principal. The principal will explain in depth the restrictions opting-out would place on the child. The principal will then give the parent the Student Records Opt-Out Form and the parent and principal will sign the form. By the parent signing the form, the parent is opting out of everything.

The consent forms will be used when parents give consent to share their child's PII in certain situations.

- E. Transportation- Greg Bordelon, Chairman**
- F. 16th Section-Charles Bruchhaus, Chairman**

**** ADDENDUM

G. WARD II (AD HOC) COMMITTEE - REQUESTS FROM THE WARD II (AD HOC COMMITTEE), PHILLIP ARCENEUX, CHAIRMAN, THAT THE SCHOOL BOARD:

1. Accept the bid of Southern Creole Foods, LLC, represented by Olivia Lawdins. Terms: A "Lease to Own" plan under the following terms: \$50.00 good faith cashier's check. Total lease to own price of \$62,000.00. Term of 5 years using an interest rate of 2 percent below the Prime Rate (established using the Wall Street Journal, southwest edition) or 4% whichever is higher. Lease Payment plan of Thirty-six (36) equal payments of \$500.00 for a total of \$18,000.00 with the remaining purchase price of \$44,000 to be paid in twenty-four (24) equal installments of \$1,834 or paid in full, whichever comes 1st.

- H. Legislative Liaison - Jason Bouley, Chairman**
- I. Food Service Committee - Greg Bordelon, Chairman**

VI. SALES TAX REPORT - J.C. Blank, Tax Collector/Auditor.

VII. NEW BUSINESS:

1. Grant permission to declare the following school bus as surplus and send to the next available sale:
 1. Bus #207 - One (1) 1993 INTL bearing VIN 1HVBAZRMXPH506120.

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2. Approve Nicholas Courville, as a non-faculty Jr. High Football, Varsity Football and Track coach at Elton High School for 2015-2016, upon completion of LHSAA coaching course certification and Board policy requirements.

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3. Approve Christopher Blaine Royer, as a non-faculty Track and Field coach at Elton High School for 2015-2016, upon completion of LHSAA coaching course certification and Board policy requirements.

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4. Approve Justin Blake Morvant, as a non-faculty Football coach at Welsh High School for 2015-2016, upon completion of LHSAA coaching course certification and Board policy requirements.

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***** ADDENDUM TO NEW BUSINESS**

1. Approve Trent W. Hargrave, as a non-faculty Football coach at Lake Arthur High School for 2015-2016, upon completion of LHSAA coaching course certification and Board policy requirements.

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VIII. INFORMATION

1. Pursuant to L.R.S. 42:19.1(a) the Jefferson Davis Parish School Board hereby announces that it will vote to levy and continue existing millages for 2015 Tax Rolls during its regularly scheduled meeting scheduled for 6:00 p.m. on Thursday, September 17, 2015 to be held in the Board Room of the Jefferson Davis Parish School Board located at 203 E. Plaquemine Street, Jennings, Louisiana.
2. The JDP Science Departments are conducting a raffle to generate funds for their individual classrooms or for conference opportunities. Tickets are on sale for \$1.00 until November 1st. The drawing is for a NCAA/BCS National Championship LSU flag with original autographs.
3. Funds received from BP in the amount of \$125,854.02.

***** ADDENDUM TO INFORMATION**

1. The following Jefferson Davis Parish Teachers had perfect attendance for the 2014-2015 School Year:

Michael Romine - Jennings Elementary
 Mary Bellard - Jennings Elementary
 Lindsey Sittig - Lake Arthur Elementary
 Jean Hornsby - Welsh Elementary
 Paul Garbarino - Jennings High
 Alice Hebert - Jennings High
 Aaron Raspberry - Jennings High
 Randi Menard - Elton Elementary
 Matthew McNally - Hathaway High
 James Welch - Hathaway High
 Peter Theunissen - Lacassine High

IX. ADDENDUM A

**** A. PERSONNEL CHANGES.

The following personnel changes are an Informational Item:

A. Personnel appointments as determined by the Superintendent:

1. Name, **MAXINE HOFFPAUIR**, Secretary/Technology Center/Warehouse, effective 08/16/15, re: Kay McMillian retirement.
2. Name **AMANDA VALDEZ**, Clerical Aide, Elton Elementary/Elton High, effective 08/11/15, re: Donna Walker transfer.

B Personnel changes:

APPOINTMENTS

1. Erica LaPointe, Jennings Elementary teacher, effective 08/10/15, re: Mary Bellard transfer.
2. Julieana Carlson, James Ward Elementary teacher, effective 08/10/15, re: Desiree C. Young transfer.
3. Rachael Benoit, Welsh Elementary Special Education Teacher, effective 08/10/15, re: Lana Ardoin transfer.
4. Cammie Benoit, Lacassine CSR Teacher, effective 08/10/15, re: Melanie Comeaux transfer.
5. Corrie Sue West, Jennings Elementary 7 hour Cafeteria Tech, effective 08/11/15, re: New Position.
6. Cheryl Nixon, Jennings Elementary 7 hour Cafeteria Tech, effective 08/11/15, re: Verlana Freeman transfer.
7. Cherylene Noel, Jennings Elementary 7 hour Cafeteria Tech, effective 08/11/15, re: Norma Capdeville retirement.
8. Shelby Cormier, James Ward Elementary Teacher, effective 08/10/15, re: Jennifer Young transfer.
9. Sheila Richard, James Ward Elementary Paraprofessional, effective 08/11/15, re: Ruby Gant transfer.
10. Fred Sketoe, Welsh-Roanoke Jr. High Special Education Teacher, effective 08/10/15, re: Erica Arabie transfer.
11. Joshua Dronette, Welsh High School Teacher/Coach, effective 08/10/15, re: John Gay promotion.
12. Kelli Reed Cloud, Jennings Elementary Special Education Paraprofessional, effective 08/11/15, re: New position.
13. Vickie Sketoe, Lake Arthur High Teacher, effective 08/10/15, re: Jennifer Underwood resignation.
14. Benoit Embrechts, Elton High Teacher, effective 08/10/15, re: Adam Tremblay resignation.
15. Linda West, Welsh High 7 hour Cafeteria Tech, effective 08/11/15, re: Tina Monceaux transfer.

16. Brittany Carbello, Lacassine High Speech Therapist, effective 08/10/15, re: New position.
17. Chhayna Chan Sit, West End Instructional Center Paraprofessional, effective 08/11/15, re: Selina Bryant resignation.
18. Shelby Mahaffey Gaugh, Lacassine High Teacher, effective 08/10/15, re: Katherine Williams resignation.
19. Katie Rodrigue, Jennings Elementary Speech Therapist, effective 08/10/15, re: Heather Schambaugh transfer to West End Instructional Center.
20. Lindsey Leger, Welsh Elementary Teacher, effective 08/10/15, re: Joni Compton transfer.
21. Linda Young, Elton Elementary 6 hour Cafeteria Tech, effective 08/11/15, re: Ethel Shallow retirement.
22. Jessica Chachere, Welsh Elementary Speech Therapist, effective 08/10/15, re: Emily Adams resignation.

TRANSFERS

1. Heather Schambaugh, Jennings Elementary 9 month Speech Therapist to West End Instructional Center 10 month Speech Therapist, effective 07/27/15, re: Deborah Ardoin retirement.
2. Lana Ardoin, Welsh Elementary Special Education Teacher to Welsh Elementary General Fund Teacher, effective 08/10/15, re: Courtnie King resignation.
3. Verlana Freeman, Jennings Elementary 7 hour Cafeteria Tech to James Ward Elementary 7 hour Cafeteria Tech, effective 08/11/15, re: New Position.
4. Janet Zeno, James Ward 6 hour Cafeteria Tech to James Ward Elementary 7 hour Cafeteria Tech, effective 08/11/15, re: New Position.
5. Melanie Comeaux, Lacassine High CSR Teacher to Lacassine High General Fund Teacher, effective 08/10/15, re: Anne Nunez transfer.
6. Jodi Deshotel, Hathaway High 3rd grade Teacher to Hathaway High Business Teacher, effective 08/10/15, re: Beau Montou resignation.
7. Tara Cheree Stanley, Lake Arthur Elementary Teacher to Jennings Elementary Teacher, effective 08/10/15, re: Loreen Duplechin retirement.
8. Tina Monceaux, Welsh High 7 hour Cafeteria Tech to Lake Arthur Elementary 7 hour Cafeteria Tech, effective 08/11/15, re: Margene Richard retirement.
9. Fonda Laney, James Ward Elementary Speech Therapist to Lacassine High Speech Therapist, effective 08/10/15, re: New Position.
10. Donna Walker, Elton High/Elton Elementary Clerical Aide to Elton Elementary Pre-K Paraprofessional, effective 08/11/15, re: Dina Guillory resignation.
11. Mary C. Bellard, Jennings Elementary Teacher to Lake Arthur Elementary Teacher, effective 08/10/15, re: Tara Stanley transfer.

12. Melissa LeJeune, Welsh/Lacassine Bus Driver to Lacassine High Bus Driver, effective 08/12/15, re: Change in Home Base School.
13. Peggy Seilhan, Lacassine High 7 hour Cafeteria Tech to Elton High Cafeteria Manager, effective 09/26/15, re: Lee Ester Gober retirement.
14. Desiree Young, James Ward Elementary Teacher to Elton Elementary Teacher, effective 08/10/15, re: Deidre Clement transfer.
15. Harry Withers, Jr., Jennings High 8 hour Custodian to Jennings High 4 hour Custodian, effective 08/31/15.

EXTENDED MEDICAL LEAVE

1. Jennifer Thompson, Fenton Elementary Teacher, 04/22/15 to 04/24/15.
2. Megan Boudreaux, Lake Arthur High Teacher, 10/20/15 to 12/18/15.
3. Cindy McLaughlin, West End Instructional Center Teacher, 08/10/15 to 08/21/15.

LEAVE WITHOUT PAY

1. Cheryl Davis, Lake Arthur High Cafeteria Tech, effective for the 2015-2016 school year.

MATERNITY LEAVE

1. Heather Primeaux, Lacassine High Teacher, 01/18/16 to 03/14/16.
2. Megan Boudreaux, Lake Arthur High Teacher, 10/20/15 to 12/18/15.

EXTENDED MEDICAL MATERNITY

1. None.

SABBATICAL LEAVE

1. Sarah N. Crochet, James Ward Elementary/Jennings Elementary Music Teacher, Spring Semester 2016 (01/08/16 to 05/25/16).

RESIGNATIONS

1. Beau Montou, Hathaway High Teacher, 07/07/15.
2. Courtnie King, Welsh Elementary Teacher, 07/08/15.
3. Dina Guillory, Elton Elementary Pre-K Paraprofessional, 08/01/15.
4. Fonda Mallett, James Ward Elementary Speech Therapist, 07/29/15.
5. Adam Tremblay, Elton High French Teacher, 08/01/15.
6. Katherine Williams, Lacassine High Teacher, 08/05/15.
7. Jennifer Underwood, Lake Arthur High School Teacher, 07/28/15.
8. Selina Bryant, West End Instructional Center Paraprofessional, 08/11/15.

RETIREMENTS

1. Linda Brown, Lake Arthur Elementary 6 hour cafeteria tech, effective 12/31/15, with 15.5 years of service.
2. Martha Buller, Elton Elementary 7 hour cafeteria tech, effective 10/01/15, with 22 years of service.
3. Lee Ester Gobert, Elton High Cafeteria Manager, effective 09/26/15, with 31 years of service.
4. Norma Capdeville, Jennings Elementary 7 hour cafeteria tech, effective 05/22/15, with 17 years of service.

5. Evelyn J. Broussard, Child Nutrition Secretary, effective 12/31/15, with 31 years of service.

DISABILITY RETIREMENTS

NONE

X. JEFFERSON DAVIS PARISH EDUCATIONAL UPDATE BY CURRICULUM SUPERVISOR

XI. SUPERINTENDENT’S COMMENTS NOT REQUIRING BOARD ACTION

XII. EXECUTIVE SESSION

A. Motion to enter into Executive session.

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B. Motion to resume in regular session.

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XIII. ADJOURN

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IN COMPLIANCE WITH STATE LAW, A COPY OF THE ORIGINAL AGENDA WAS POSTED IN A CONSPICUOUS PLACE AT THE MEETING PLACE OF SAID BOARD ON AUGUST 19, 2015 BY 4:00 P.M.
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