



**JEFFERSON DAVIS PARISH SCHOOL BOARD  
AGENDA  
LACASSINE HIGH SCHOOL  
409 ALGONIA AVE.  
LACASSINE, LA 70650  
DECEMBER 17, 2015, 10:00 A.M.**

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

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

Arcen	Bord	Bouley	Brucha	Buller	Capde	Dees	Dobson	Doise	Juneau	Menard	Segura	Troutman
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**III. APPROVAL OF THE SCHOOL BOARD MINUTES OF THE REGULAR MEETING ON NOVEMBER 19, 2015.**

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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.**

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**V. RECOGNITION/PRESENTATIONS:**

1. Welcome by Lacassine High Principal, Christina Fontenot.

**VI. ELECTION OF 2016 SCHOOL BOARD PRESIDENT AND VICE-PRESIDENT.**

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

**VII. BOARD COMMITTEE REPORTS:**

<b>**** ADDENDUM</b>
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**A. FINANCE COMMITTEE - REQUESTS FROM THE FINANCE COMMITTEE, JASON BOULEY, CHAIRMAN, THAT THE SCHOOL BOARD:**

1. Grant permission to Jennings Elementary to accept a \$1,325.00 donation from Capital One, their partner in Education. To be used to purchase Legos Robotics (We do) kits and extension activities to supplement the kits purchased by the Jefferson Davis Parish School Board.

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2. Grant permission to pay for 89 students pursuing dual enrollment credit to take the English CLEP Test as a continued pilot program to determine if this is a feasible option for future students. The cost of approximately \$7,120.00 will be paid by General Fund.

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3. Grant permission to Welsh High to accept the following donations from Ty and Blanche Richard:

- a. Welsh High School Band \$500.00
- b. Welsh High School Football \$500.00
- c. Welsh High School Softball \$500.00
- d. Welsh High School Baseball \$500.00

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4. Grant permission to Jennings High to accept a \$11,500.00 donation from the Jennings Alumni Tournament. To be used for various equipment and uniform expenses.

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5. Grant permission to Jennings High Baseball to accept a \$10,000.00 donation from the Jennings Diamond Club. To be used for team equipment and uniforms.

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6. Grant permission to Elton High to accept the following donations to be used as needed for the annual Elton Basketball Tournament:

- a. Sunshine Teas and Catering \$100.00
- b. Mr. T's Meat Market \$100.00
- c. Therapy Center \$100.00
- d. Michael Cassidy \$100.00
- e. Dr. Amanda LaCombe \$100.00
- f. Jeff Davis Parish Sheriff's Office \$100.00
- g. Thibodeaux, Touchet & Albro \$100.00
- h. Daly Williams \$100.00

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7. Grant permission for an additional \$13,375.00 for five additional ACT Career Ready 101 three year licenses to cover five satellite sites. During the November, 2015 Board meeting, \$12,500.00 was approved for 1 main site. To cover all 6 high schools it is necessary to add five more sites. The original email from ACT incorrectly identified that we could cover all schools with the 1 main site. When the order was placed, it was discovered that the additional sites would be needed.

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8. Grant permission to Elton Elementary to accept the following donations to be used for PBIS Program:

- a. Bertrand Rice \$100.00
- b. Farmer's Rice Mill \$150.00
- c. First Guaranty Bank \$ 50.00
- d. Fuselier Canal \$100.00
- e. Jason Hebert Enterprises \$ 50.00
- f. Michael Cassidy, JDP, DA Office \$ 50.00
- g. Producer's Rice Drier \$ 25.00
- h. St. Martin Bank \$ 50.00
- i. Thibodeaux, Albro, Touchet Therapy Group \$ 200.00
- j. Jeff Davis Family Medicine \$ 50.00

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9. Grant permission to Elton High to accept a \$657.00 donation from Elton Athletic Association. To be used to cover the costs of meals for Varsity Football players/cheerleaders for playoff game.

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- B. Insurance - Phillip Arceneaux, Chairman**  
**C. Building & Grounds - James Segura, Chairman**

**\*\*\*\* ADDENDUM**

**D. POLICY COMMITTEE - REQUESTS FROM THE POLICY COMMITTEE, ROBERT MENARD, CHAIRMAN, THAT THE SCHOOL BOARD CONSIDER THE FOLLOWING REVISED POLICIES:**

- a. **BH - SCHOOL BOARD ETHICS** (Revised December, 2015: Effective upon approval).
- b. **EBBG - HAZARDOUS SUBSTANCES** (Revised December, 2015: Effective upon approval).
- c. **GBDA - EMPLOYMENT OF RETIRED PERSONNEL -** (Revised December, 2015: Effective upon approval).
- d. **IFAA - TEXTBOOK SELECTION AND ADOPTION INSTRUCTIONAL MATERIALS -** (Revised December, 2015: Effective upon approval).
- e. **IDCH- HOME STUDY -** (Revised December, 2015: Effective upon approval).
- f. **IH-ACADEMIC ACHIEVEMENT -**(Revised December, 2015: Effective upon approval).

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- E. Transportation Committee - Greg Bordelon**  
**F. 16<sup>th</sup> Section-Charles Bruchhaus, Chairman**  
**G. Ward II (Ad Hoc) - Phillip Arceneaux, Chairman**  
**H. Legislative Liaison - Jason Bouley, Chairman**  
**I. Food Service Committee - Greg Bordelon, Chairman**

**VIII. SALES TAX REPORT - Amber Hymel, Tax Collector/Auditor.**

**IX. NEW BUSINESS:**

1. Approve the following out-of-state travel requests:
- a. Elton High Counselor, Cathy Smith, to travel to Washington, DC from January 22-31, 2016 to attend the American School Counselor Association to represent Louisiana as the Louisiana Counselor of the year. All expenses to be paid according to Board policy.
  - b. Fenton Elementary Pre-K Teacher, Chris LeJeune, to travel to Tulsa, OK from February 9 -12, 2016 to attend the Southern Early Childhood Association Convention. At no expense to the Board.

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2. Approve Joel Wilson, as a non-faculty boys track coach at Lacassine High School for 2015-2016, upon completion of LHSAA coaching course certification and Board policy requirements.

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3. Approve the following Salary Schedule Adjustments recommended by the Superintendent:
  - a. Adjust the Secretary III salary schedule to an amount that is \$600 per year more than the Bookkeeper II salary schedule at an approximate cost of \$1,650 per year, effective January 1, 2016.
  - b. Increase the salary of the Executive Secretary to maintain the same gap between the Executive Secretary schedule and the Secretary III schedule at an approximate cost of \$1,650 per year, add \$2,400 of annual cost to the Executive Secretary schedule to incorporate the estimated \$200 average monthly cost in stipends paid to the Executive Secretary to attend the monthly meetings of the School Board, and add the \$200 paid as an annual Notary fee into the salary schedule due to Fair Labor Standards Act concerns, effective January 1, 2016.
3. Adjustments to Substitute Pay stipends due to compliance with Minimum Wage laws:
  - a. Increase the daily Clerical/Aide substitute pay from \$50.76 per day to \$58 per day (8 hours a day \* \$7.25 per hour).
  - b. Increase the daily rate paid to Bus Aides who work supplemental routes from \$15 per day to \$20 per day.
4. Transfer the part-time Secretary Assistant Sub at Food Service to a permanent part-time position due to Fair Labor Standards Act requirements.

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4. 2016-17 Coordinated Funding Request for Jefferson Davis Early Childhood and Community Network is as follows:  
 Jefferson Davis Parish School Board = 387 LA4 (Cecil Picard Early Childhood) Seats  
 Brite Beginnings of Jennings  
 Allocated CCAP Seats for Infants = 3  
 Allocated CCAP Seats for Toddlers = 9  
 Allocated CCAP Seats for Threes (year olds) = 5  
 Total = 17 CCAP Seats

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

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**X. INFORMATION**

1. Notice of Public Meeting  
 Notice is hereby given that at its meeting to be held on Thursday, January 21, 2016 at 6:00 p.m. at the Parish School Board Office, 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 School District No. 8 of the Parish of Jefferson Davis to authorize the issuance of general obligation bonds.
2. A report was recently released identifying the Louisiana school districts that offer parents the best value for their housing dollars, and out of 68 districts, Jefferson Davis Parish Schools ranked third.

3. The 2016 Louisiana School Board Association Convention will be held in Baton Rouge, LA from February 14-16, 2016. Please let Ms. Abshire know if you plan to attend.

<b>**** ADDENDUM</b>
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1. Congratulations to the following parish Students of the Year.  
Elementary School- **Jordan Batiste - Welsh Elementary**  
Middle School- **Claire Carbalon - Elton High**  
High School - **Hayden John Guidry - Lake Arthur High School**

## **XI. ADDENDUM A**

<b>A. PERSONNEL CHANGES</b>
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The following personnel changes are an Informational Item:

- A. Personnel appointments as determined by the Superintendent:
  - a. Name, \_\_\_\_\_, Accounting Department Bookkeeper, Central Office, effective as soon as possible, re: Lauren Bergeaux resignation.
- B Personnel changes:

### **APPOINTMENTS**

1. Joni Cormier, Lacassine High 7 hour cafeteria tech, effective 12/02/15, re: Alicia Ardoin resignation.
2. Deborah K. Hoffpauir, Elton High Teacher, effective 01/04/16, re: Erica Smith resignation.

### **TRANSFERS**

1. Heather Barber, Lacassine High 7 hour tech to Jennings High Acting Cafeteria Assistant Manager, effective 11/30/15, re: Christie Broussard promotion.
2. Gwen Vickers, Welsh Schools 7 hour cafeteria tech to Lacassine High 7 hour cafeteria tech, effective 12/01/15, re: Heather Barber transfer.

### **EXTENDED MEDICAL LEAVE**

1. Jennifer Allen, Fenton Elementary Secretary, effective 09/28/15 to 11/08/15.
2. Brittany Corbello, Lacassine High Speech Pathologist, effective 11/30/15 to 02/15/16.
3. Denise McVicker, Lacassine High Special Education Paraprofessional, effective 10/26/15 to 12/31/15.
4. Kathy Briggs, Jennings Elementary Teacher, effective 12/07/15 to 01/04/16.
5. Ginger Guidry, Welsh Elementary Bus Driver, effective 11/06/15 to 01/18/16.
6. Kimberly Espirit, Elton High Teacher, effective 01/01/16 to 05/31/16.
7. Clevetta Hawkins, James Ward Elementary Paraprofessional, effective 11/30/15 to 03/01/15.
8. Tracy K. Benoit, Jennings High cafeteria tech, effective 12/08/15 to 01/05/16.
9. Donna Moore, Jennings High Assistant Principal, effective 01/04/16 to 05/31/16.
10. Crystal Dupont, James Ward Elementary Paraprofessional, effective 12/11/15 to 01/04/16.
11. Bernadine Guidry, James Ward Elementary Custodian, effective 11/02/15 to 12/01/15.
12. Dana Boudreaux, James Ward Elementary Teacher, effective 11/09/15 to 11/20/15.

**LEAVE WITHOUT PAY**

None

**RESIGNATIONS**

None

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

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

**XIV. EXECUTIVE SESSION**

A. Motion to enter into Executive session.

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B. Motion to resume in regular session.

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**XV. ADJOURN**

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<b>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 DECEMBER 16, 2015 BY 10:00 A.M.</b>
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