



**JEFFERSON DAVIS PARISH SCHOOL BOARD
AGENDA
203 E. PLAQUEMINE STREET
JENNINGS, LOUISIANA
(337) 824-1834
NOVEMBER 19, 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 REGULAR MEETING ON OCTOBER 15, 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. Presentation by members of the Argent Trust Investment Management team about the results of their investment program conducted on behalf of the Jefferson Davis Parish School Board.

VI. BOARD COMMITTEE REPORTS:

****** ADDENDUM**

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

1. Approve the proposal of FBAC (Fontenot Benefits and Actuarial Consulting) to extend their contract for an additional 2-year period to provide actuarial valuations services of our "Other Post-Employment Benefits" as required by GASB Statement 45 for the 2014-15 and 2015-16 financial statements at a total cost for the two years of \$7,500, as requested by the Director of Finance. The contract price of \$7,500 is the same as it was for the previous contract.

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2. Approve the proposal of Argent Trust, Inc. for the extension of the Investment Manager contract for an additional two years until October 31, 2017 as recommended by the Director of Finance. Argent proposes a flat rate of 0.10% (ten basis points) including custody to be charged until the yield on the Two Year U.S. Treasury is greater than 1.50% for thirty (30) consecutive business days, at which time the fee schedule will return to the current existing fee structure. (Please see the attached proposal.)

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3. Approve the payment of \$10,500.00 to AdvancEd, Inc. (SACS\)(CASI) for annual dues and accreditation review, to be paid from the General Fund. (Previous year cost \$8,450.00).

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4. Grant permission to Elton High to purchase a 2017 Blue Bird Vision Activity bus based on the DeSoto Parish approved bid at a cost of \$85,413.00. \$40,000.00 to be paid out of District #22 Contingency Fund. The difference of \$45,413.00 being borrowed from the General Fund and repaid over 5 equal yearly installments of \$9,082.60. This balance may be lessened by a donation from the Coushatta Tribe.

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5. Grant permission to Elton High to accept a \$250.00 donation from Elton Youth Football. To be used as needed for Elton High Athletics.

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6. Grant permission to Elton High to purchase 44 custom printed folding chairs and a hanging chair cart at a cost of \$4,691.00 (includes freight charges). This price will be offset by a \$2,400.00 donation previously made by Elton Athletic Association and the remaining cost of \$2,291.00 will be equally paid by Elton Athletics and Coushatta Donation accounts.

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7. Grant permission to Hathaway High to accept a \$7,352.00 donation from Hathaway Lil Dribblers Organization. Donation will be used to replace the existing vapor lighting system in the Charles F. Groth Gymnasium with new LED lighting. School will absorb the cost of 2 man lift.

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8. Grant permission to James Ward Elementary to accept the following donations to be used for positive behavior rewards and academic incentives:

- a. Jeff Davis Bank \$500.00
- b. Jeff Davis Chiropractic \$100.00
- c. Attorney Bill Riley \$100.00
- d. Terry Bertrand State Farm \$150.00
- e. Dupree Electric and Plumbing \$ 50.00
- f. Nathan Sonnier State Farm \$ 50.00
- g. Johnny Guinn, State Rep \$100.00
- h. CPA Gregory Marcantel \$ 50.00
- i. Advanced Family Eyecare
ShaneFontent \$ 50.00

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9. Grant permission to Lake Arthur Elementary to purchase at a cost of \$5,087.65, technology hardware needed to update existing system. Included in this purchase are Five (5) Dell teaching stations. To be paid from Maintenance No. 1.

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10. Grant permission to Lake Arthur High to accept a \$14,562.00 donation from Lake Arthur Varsity Club. The money will be used for the LAHS Football program to help purchase equipment and offset expenses.

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11. Grant permission to Lake Arthur High to accept a \$5,504.00 donation from the Fred B. & Ruth Zigler Foundation. Money will be used for the Lake Arthur High Band Program to purchase an equipment trailer.

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12. Grant permission to Lake Arthur High to accept a \$500.00 donation from LAHS PTO. Money will be used for the LAHS FACS Program to purchase supplies.

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13. Grant permission to Welsh High to have the following electrical work completed:

- a. Change out 400 amp service
- b. Re-wire secondary panel
- c. Change out intermediate pole

Quote received from Pat's Electrical Service for \$4,545.00. To be paid from CSD #1.

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14. Request permission to renew the Memorandum of Understanding with Associated Builders & Contractors (ABC) and agree to pay \$11,400 to Associated Builders & Contractors (ABC) for Pipefitting and Scaffolding instructors (these will be parish employees), in lieu of the cost per student participating in Pipefitting and Scaffolding courses that will be taught three nights per week at Jennings High School from January-May, 2016. Students completing the course will finish as a Level 1 Pipefitter and Level 1 Scaffold Builder and receive elective Carnegie credit. This would be a continuation of the district's collaboration with Associated Builders and Contractors, ABC- Pelican Southwest Louisiana Training Center to provide opportunities for students to receive elective credit for satisfactorily completing approved programs (as previously approved August, 2011).

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15. Approve moving forward with the Asbestos Abatement Plan of the Old Media Center as provided by Advanced Environmental Consulting, Inc. of Baton Rouge, Louisiana. Based upon guidance provided by the Louisiana Department of Education Title I Federal Programs as to how to implement the plan. (Preliminary proposal for removal of the buildings has been provided by Glenn Vanicor Builders at a cost of \$30,000.00).

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16. Request that the board purchase Career Ready 101 for all six high schools including unlimited seats for our high school students. The cost of this product is \$12,500 for a 3 year agreement that will include all students in the parish. Career Ready 101 helps students prepare for Work Keys testing- a vocationally framed test in Applied Math, Reading and Locating Information. Currently 38% of our parish seniors have not scored an 18 on their ACT.

These students could take Work Keys instead to score a silver level which is equivalent to an 18 on the ACT for accountability purposes.

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

**** ADDENDUM

- A. POLICY COMMITTEE - REQUESTS FROM THE POLICY COMMITTEE, ROBERT MENARD, CHAIRMAN, THAT THE SCHOOL BOARD CONSIDER THE FOLLOWING REVISED POLICIES:**
 - a. **GAK - PERSONNEL RECORDS** (Revised November, 2015: Effective upon approval).
 - b. **GAMFA (New Policy) - EMPLOYEE COMMUNICABLE DISEASE and JGCC - STUDENT COMMUNICABLE DISEASE** (New Policy/Revised November, 2015: Effective upon approval).
 - c. **IDCJ - SUPPLEMENTAL EDUCATIONAL SERVICES** - (Revised November, 2015: Effective upon approval).
 - d. **II- TESTING PROGRAM** - (Revised November, 2015: Effective upon approval).
 - e. **JBD- STUDENT ABSENCES AND EXCUSES** - (Revised November, 2015: Effective upon approval).
 - f. **JGFH - STUDENT IDENTIFICATION** -(New Policy: November, 2015: Effective upon approval).
 - g. **JDD -SUSPENSION FILE** - (Revised November, 2015: Effective upon approval).

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

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

VIII. NEW BUSINESS:

- 1. Approve changes to the Investment Policy Statement as requested by the Director of Finance and the Investment Manager to take advantage of changes in the laws governing investment of idle public funds that will not have an effect on the safety or liquidity of the investment portfolio, summarized as follows (presentation by Argent Trust):
 - a. The School Board shall not invest over twenty five percent of its total portfolio with the same issuer to decrease the possibility of credit risk. Bonds and notes whose principal and interest are guaranteed by the US government and its subsidiaries, as well as certificates of deposit at or

below the Federal Deposit Insurance Corporation (FDIC) limit are exempt from this requirement.

- b. Interest rate risk is the risk that the market value of the securities in the portfolio will fall due to the changes in general interest rates. Interest rate risk may be mitigated by: By investing operating funds primarily in shorter-term securities of three years or less. Longer terms may be used for bond issue funds held for construction purposes.

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- 2. Approve the following resolution to withdraw funds invested in the State Treasury.

RESOLUTION

Whereas, the JEFFERSON DAVIS Parish School Board has been informed of the option to withdraw a certain amount of said funds invested in the State Treasury pursuant to authority of La. R.S. 39.99 (Act 161 of the 2002 First Extraordinary Session of the Legislature) and our investment agreement;

THEREFORE, BE IT RESOLVED that the JEFFERSON DAVIS Parish School Board does request the execution of the amendment to investment agreement with the State Treasury pursuant to La. R.S. 39.99; and

THEREFORE, BE IT RESOLVED that the JEFFERSON DAVIS Parish School Board does request the withdrawal of funds from the State Treasury in the amount of \$355,034.00 to be used as specified in our recently approved EEF plan for Tobacco Settlement Funds.

It is hereby affirmed and certified the foregoing is a true and exact copy of the resolution unanimously adopted by the JEFFERSON DAVIS Parish School Board, JENNINGS, Louisiana during regular session on November 19, at which time a quorum was present and voted.

 BRIAN M. LEJEUNE
 Superintendent
 JEFFERSON DAVIS Parish School Board

 DONALD E. DEES
 President
 JEFFERSON DAVIS Parish School Board

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- 3. Approve the following out-of-state travel requests:
 - a. Fenton Elementary students, teachers and parents to travel to the Museum of Natural Science in Houston, TX on December 16, 2015. At no expense to the Board.
 - b. Jennings High Jazzers and teacher to travel to Orlando, FL to attend the NDA National Dance Competition from February 25 to March 1, 2016. At no expense to the Board.

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- 4. Approve Bart Richard, as a non-faculty girls softball coach at Jennings High School for 2015-2016, upon completion of LHSAA coaching course certification and Board policy requirements.

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IX. INFORMATION

- 1. The next Board Member training/Administrative Academy and Instruction (5:30 to 7:30 p.m. - School Board Office) will be held on Thursday, December 10, 2015, and the presenter will be Mr. Scott Richard from the LSBA office.

2. We will have a Transportation Committee meeting in December to discuss increased numbers in the Lacassine School District and solutions to this increase.

X. ADDENDUM A

A. PERSONNEL CHANGES

The following personnel changes are an Informational Item:

- A. Personnel appointments as determined by the Superintendent:
 - a. Name, _____, Carpenter, Warehouse/Tech Center, effective as soon as possible, re: Troy Hebert resignation.
 - b. Name, _____, Accounting Department Bookkeeper, effective as soon as possible, re: Lauren Bergeaux resignation.
 - c. Name, _____, Food Service Bookkeeper, effective as soon as possible, re: Melissa Deshotel resignation.
 - d. Name, _____, Food Service Secretary, effective as soon as possible, re: Evelyn Broussard retirement.
 - e. Name, _____, James Ward Elementary part-time custodian, effective as soon as possible, re: Jessie Guidry resignation.
 - f. Name, _____, Welsh High part-time custodian, effective as soon as possible, re: Hewitt Chaisson resignation.

B Personnel changes:

APPOINTMENTS

1. Carla Warden, James Ward Elementary Special Ed Paraprofessional, effective 10/19/15, re: new position.
2. Andrea Baker, Welsh Elementary CAI Lab Paraprofessional/Manager, effective 11/02/15, re: Rhonda Migl resignation.
3. Tracy LaRue, Lacassine High 5 hour Cafeteria Tech, effective 11/10/15, re: new position.

TRANSFERS

1. None.

EXTENDED MEDICAL LEAVE

1. Hewitt Chaisson, Welsh High part-time Custodian, effective 10/01/15 to 04/07/16.
2. Deidre Clement, Hathaway High Teacher, effective 10/20/15 to 12/7/15.
3. Fayla Conner, Lake Arthur High Paraprofessional, effective 09/30/15 to 11/30/15.
4. Carla Young, Jennings Elementary Teacher, effective 09/22/15 to 10/08/15.
5. Dana E. Boudreaux, James Ward Teacher, effective 10/23/15 to 11/06/15.
6. Harriet Lawdins, Jennings High Teacher, effective 08/10/15 to 08/15/15.

LEAVE WITHOUT PAY

1. Cheryl Pitre, Leave without pay, effective 10/15/15 to 01/22/16.

FAMILY MEDICAL LEAVE ACT

1. Scott Comeax, Family and Medical Leave without pay, effective 11/17/15 to 03/04/16.

RESIGNATIONS

1. Rhonda D.Migl, Welsh Elementary Paraprofessional, effective 10/30/15.
2. Lauren Bergeaux, Central Office Bookkeeper, effective 11/30/15.

3. Melissa F. Deshotel, Central Office Food Service Bookkeeper, effective 01/12/16.
4. Troy Hebert, Warehouse/Tech Center Skilled Carpenter, effective 10/16/15.
5. Erica E. Smith, Elton High Teacher, effective 11/02/15.

XI. JEFFERSON DAVIS PARISH EDUCATIONAL UPDATE BY CURRICULUM SUPERVISOR

XII. SUPERINTENDENT’S COMMENTS NOT REQUIRING BOARD ACTION

XIII. EXECUTIVE SESSION

A. Motion to enter into Executive session.

1. Pending litigation.
2. Potential litigation.

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B. Motion to resume in regular session.

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XIV. 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 NOVEMBER 18, 2015 BY 4:00 P.M.
