



**JEFFERSON DAVIS PARISH SCHOOL BOARD AGENDA  
203 E. PLAQUEMINE STREET  
JENNINGS, LOUISIANA  
(337) 824-1834  
APRIL 16, 2015, 6:00 P.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
-------	------	--------	--------	--------	-------	------	--------	-------	--------	--------	--------	----------

**III. APPROVAL OF THE SCHOOL BOARD MINUTES OF THE REGULAR MEETING ON MARCH 19, 2015.**

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

**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
------------	--------------	------------	------

**V. BOARD COMMITTEE REPORTS:**

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

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

1. Approve a contract with Star Services, Inc. to clean and provide preventative maintenance on the HVAC systems at Fenton Elementary at a cost of \$25,776.00. To be paid from District #5 Maintenance.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

2. Approve a contract with Star Services, Inc. to clean and provide preventative maintenance on the HVAC systems at West End Instructional Center at a cost of \$15,384.00. To be paid from General Fund.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

3. Grant permission to Jennings Elementary to accept a \$1,000.00 donation from Mrs. Tina Coleman, to be used for Dancing Classrooms.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

4. Grant permission to Lake Arthur High to accept a \$500.00 donation from Greater Houston Community Foundation. To be used for the LAHS gymnasium improvements.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

5. Grant permission to Welsh High to accept a \$500.00 donation from The Health and Fitness Center of Jeff Davis Parish. To be used to purchase equipment for a backstop for the baseball team.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

6. Grant permission to the Superintendent, Assistant Superintendent and Director of Finance to enter into a software licensing agreement with Frontline Technologies and PSST, Inc. To utilize their Aesop & Veritime software systems for the purpose of:

1. Automating the daily substitute location and scheduling functions on a parish-wide basis, thereby eliminating this administrative burden from school principals and faculty.
2. Automating the 20-day report function, thereby streamlining the process of reporting leave taken and paying substitutes.
3. Accumulating all data needed to make sure the School Board is in compliance with PPACA (Obamacare) regulations regarding the offering of health insurance benefits to qualifying individuals that may not be full-time employees. Currently the School Board does not have this capacity.
4. Accumulating computerized time records on all classified employees in order to be in compliance with Fair Labor Standards Act regulations regarding the payment of overtime pay.

The cost of the system is a year licensing fee of approximately \$30,000.00 per year and a one-time initial training fees for parish employees on how to use the software upon installation of \$16,500.00. Another system from TimeClock Plus was examined that could not provide PPACA-compliant data and had an estimated cost of \$96,000.00 initial cost and annual fees of \$17,000.00.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

7. Grant permission to Lake Arthur High to accept the lowest bid of \$69,950.00 from Louisiana School Equipment Company, LLC. for purchase and installation of 520 metal hall lockers. Other bids received from Synergy Facility Furnishings, LLC (\$73,692.00), Trahan Construction, LLC (\$117,200.00) and New Limit Enterprises (\$249,500.00). To be paid from Lake Arthur Contingency #1.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

8. Grant permission to Fenton Elementary to accept a \$500.00 donation from Gulf South Pipeline. To be used for educational needs.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

9. Grant permission to James Ward Elementary to accept a \$2,000.00 grant from First Baptist Church of Jennings. These funds will be used for school supplies, outstanding lunch balances, uniforms, etc. The money will not be used to cover classroom or school expenses.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

10. Grant permission to the Superintendent or his designee, to employ contractors, painters & part-time summer workers, to be paid from each school's maintenance account.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

11. Approve a Change Order of the previous contract on the Jennings High School Track Renovations to upgrade the surface materials at an additional cost of \$58,850.00, to be paid from Ward II Contingency Funds as previously approved. (This is the best surface available as recommended by the contractor).

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

12. Approve moving forward with preparations to move PODS from Cameron Parish as follows:
  1. Ten unit POD to James Ward Elementary.
  2. Ten unit POD divided into six units to be moved to Hathaway High and 4 units to be moved to Welsh High.
  3. Cafeteria POD unit to be moved to Lake Arthur High Agricultural Department.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

13. Grant permission to re-advertise for the acceptance of sealed bids for the sale of Old James Ward Property. For this second offering, the minimum established value of the property is \$80,000, which is 80% of its most recent appraisal value. In addition, local governmental entities will be notified that the property is available for sale.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

14. Grant permission to Welsh High to accept a donation in the amount of \$3,500.00 from Welsh High Band Boosters. To be used to purchase instruments for the high school/junior high band.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

- B. Insurance - Phillip Arceneaux, Chairman**
- C. Building & Grounds - James Segura, Chairman**
- D. Policy-Robert Menard, Chairman**
- E. Transportation- Greg Bordelon, Chairman**
- F. 16<sup>th</sup> Section-Charles Bruchhaus, Chairman**
  1. As per the Agricultural Lease Contract funds received from Doise Farms.
- G. Ward II (Ad Hoc) - Phillip Arceneaux, Chairman**
- 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. Approve the following out-of-state travel requests:
  - a. Phil Richard, EETC Four Strokes Instructor at West End Instructional Center to attend the Briggs & Stratton Small Engine Training Program in Milwaukee, WI on June 7-11, 2015. All costs to be paid by the Carl Perkins grant with no expense to the board.
  - b. Hathaway High School Sr. Beta Club student, Morgan Fruge, to travel to Nashville, TN from June 28 to July 2, 2015 to attend the National Beta Conference in Agriculture Division II. All expenses to be paid according to board policy.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

2. Approve the 2015-2016 revised Jefferson Davis Parish School Calendar.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

3. Grant permission to advertise and name a replacement for the Supervisor of Auxillary Services at the Warehouse/Tech Center effective June 1, 2015, re: Robert Treme retirement, effective 07/01/15.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

**\*\*\* ADDENDUM**

1. Accept the best and only bid of \$1,000.00 per year from Miguez Funeral Home of Lake Arthur for a five year lease beginning May 13, 2015 and ending May 12, 2020, on Lots 4, 5, and 6 of Block 11 of the Englewood Addition to the Town of Lake Arthur, Jefferson Davis Parish, State of Louisiana, owned by the Jefferson Davis Parish School Board.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

**VIII. INFORMATION**

1. Based on records provided to the Louisiana School Boards Association as per Louisiana Revised Statutes, Title 17, Section 53, Jefferson Davis Parish School Board Members attained the following Continuing Learning Units for the calendar year 2014:

Phillip Arceneaux	18.5
Greg Bordelon	6.0
Jason J. Bouley	22.0
Charles Bruchhaus	7.0
David Capdeville	11.0
Julius Caraway	7.0
Donald Dees	25.5
Malon Dobson	7.5
David Doise	7.0
Richard McNabb	7.5
Robert Menard	13.0
Bobby Miller	7.0
James Segura	7.0

2. Congratulations to the 2014-2015 STUDENTS OF THE YEAR.

Elementary Level

**JILLIAN FONTENOT- HATHAWAY HIGH SCHOOL**

Middle School Level

**PRESTON BLANCHARD, III - HATHAWAY HIGH SCHOOL**

High School Level

**HAILEY MALDONADO- WELSH HIGH SCHOOL**

3. Congratulations to the 2014-2015 OUTSTANDING PRINCIPALS OF THE YEAR.

**Michael Darbonne - Elton Elementary - Elementary School Level**

**Rae Daigle- Welsh-Roanoke Jr. High - Middle School Level**

**Benjamin Oustalet - Jennings High - Secondary School Level**

4. Congratulations to the 2014-2015 OUTSTANDING SUPPORT EMPLOYEES OF THE YEAR.

**Miriam Bruchhaus- Jennings Elementary Secretary - Elementary School Level**

**Sheila Fruge, Hathaway High Secretary- Middle School Level**

**Mary Louviere, Lacassine High Paraprofessional - Secondary School Level**

5. Congratulations to the 2014-2015 TEACHERS OF THE YEAR:

**Elementary Level**

**Gretchen Cortez, Elton Elem.  
Jennifer Howell, Hathaway High  
Jennifer Thompson, Fenton Elem.  
Mandy Segura, James Ward Elem.  
Ladonna Singletary, Lacassine Elem.  
Melissa Lawrence, Welsh Elem.  
Rachel Simon, Lake Arthur Elem**

**Middle School Level**

**Khaki Bertrand, Elton High  
Kelly Dronoet, Hathaway High  
Tanya Bujol, Jennings Elementary  
Amie Matte, Lacassine High  
Heidi Duplantis, Lake Arthur High  
Jamie Knight, Welsh Roanoke Jr. High  
Bernadette Fruge, Jennings High**

**Secondary Level**

**Kim Espirit, Elton High  
Jesse Thibodeaux, Hathaway High  
Tyana Lavergne, Jennings High  
Laura Boggs, Lacassine High  
Cecilia Jernigan, Lake Arthur High  
Mary Herpin, Welsh High**

- 6. The Parish Honor Banquet, to recognize the 2015 High School Honor students, will be held at the Welsh High School Gymnasium in Welsh on Monday, May 4, 2015, at 7:00 p.m. Tickets can be purchased from Ms. Debbie.
- 7. The annual JDAE Banquet that pays tribute to retiring employees will be held Monday, May 18, 2015 at 6:00 p.m., in the Jennings High cafetorium. Tickets are \$20.00 each and can be purchased from Ms. Debbie.

**\*\*\* ADDENDUM TO INFORMATION**

- 1. There will be a Building and Grounds Committee Meeting on Tuesday, April 28, 2015 at 5:00 p.m. to interview for Parish Architect of Record.

**IX. ADDENDUM A**

**\*\*\*\* A. PERSONNEL CHANGES.**

The following personnel changes are an Informational Item:

- A. Personnel appointments as determined by the Superintendent:  
None.
- B. Personnel changes:

**APPOINTMENTS**

- 1. Brenda Thomas, Jennings High 7 hour cafeteria tech, effective 04/01/15, re: Connie Dartez disability retirement.

**TRANSFERS**

- 1. Carla Young, Jennings Elementary 3<sup>rd</sup> grade teacher to Jennings Elementary Special Education teacher, effective 03/23/15, re: Christine Peloquin resignation.
- 2. Melissa Kelley, Elton High teacher to Hathaway High teacher, effective 08/01/15, re: Patricia Abshire retirement.
- 3. Joni Compton, Hathaway High Teacher to Welsh Elementary teacher, effective 08/10/15, Debra Lucas retirement.

**EXTENDED MEDICAL LEAVE**

- 1. Joy Comeaux, James Ward Elementary Pre-K Itinerant Teacher, 03/10/15 to 03/19/15.
- 2. Casey Finley, Lake Arthur Elementary Teacher, 03/25/15.

**LEAVE WITHOUT PAY**

- 1. Norma Capdeville, Jennings Elementary 7 hour cafeteria tech, effective 01/21/15 to 05/22/15.
- 2. Brynn L. Perrin, Speech Therapist, effective 03/23/15 to 05/22/15.

**EXTENDED MEDICAL MATERNITY**

- 1. Kimber Hutti Prejean, Hathaway High teacher, effective 01/05/15 to 03/06/15.

**RESIGNATIONS**

1. Emily Adams, Welsh Elementary Speech and Language Pathologist, effective 04/15/15.
2. Jamie LeJeune, West End Instructional Center paraprofessional, effective 04/01/15.

**RETIREMENTS**

1. Donita Cormier, Welsh High Custodian, effective 07/01/15, with 15 years of service.
2. Gary L. Riggs, West End Instructional Center Custodian, effective 07/01/15 with 33 years of service.
3. Robert L. Treme, Supervisor of Auxiliary Services, effective 07/01/15, with 36 years of service.
4. Elmer Landry, Lake Arthur Elementary Custodian, effective 07/01/15, with 26 years of service.
5. Sherry L. Guidry, Lake Arthur Elementary Teacher, effective 05/23/15, with 31.8 years.
6. Delinda G. Buller, Lacassine High Special Education paraprofessional, with 28.18.

**DISABILITY RETIREMENTS**

1. Connie Dartez, Jennings High 7 hour cafeteria tech, effective 03/12/15, with 19 years of service.

**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.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

B. Motion to resume in regular session.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

**XIII. ADJOURN**

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
------------	--------------	------------	------

IN COMPLIANCE WITH STATE LAW, A COPY OF THIS AMENDED AGENDA WAS POSTED IN A CONSPICUOUS PLACE AT THE MEETING PLACE OF SAID BOARD ON APRIL 15, 2015 BY 4:00 P.M.
---