



**JEFFERSON DAVIS PARISH SCHOOL BOARD AGENDA
203 EAST PLAQUEMINE STREET
JENNINGS, LOUISIANA
OCTOBER 16, 2014, 6:00 P.M.**

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

II. ROLL CALL FOR DETERMINATION OF A QUORUM.

Arcen	Bordelon	Bouley	Brucha	Capde	Caraw	Dees	Dobson	Doise	McNabb	Menard	Miller	Segura
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III. APPROVAL OF THE SCHOOL BOARD MINUTES OF SEPTEMBER 16, 2014 SPECIAL MEETING AND SEPTEMBER 18, 2014 REGULAR MEETING.

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.

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V. BOARD COMMITTEE REPORTS:

***** ADDENDUM**

A. FINANCE COMMITTEE - REQUESTS FROM THE FINANCE COMMITTEE, GREG BORDELON, CHAIRMAN, THAT THE SCHOOL BOARD:

1. Approve a contract with Star Services, Inc. to clean and provide preventative maintenance on the HVAC systems at Welsh Elementary (\$18,792.00), Welsh High (\$9,188.00) and Welsh-Roanoke Jr. High (\$6,652.00) Schools at annual total cost of \$34,632.00. To be paid from CSD #1 Maintenance.

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2. Grant permission to Elton High to accept the following donations to be used to pay for the signs for the re-naming of the Cleve Beard/Oris Guillory facilities:

- | | | |
|----|-------------------------|----------|
| a. | Norma Jean Blackwell | \$ 25.00 |
| b. | Fran Stroud | \$ 50.00 |
| c. | Coushatta Tribe of LA | \$350.00 |
| d. | Joan Chaveleh | \$ 75.00 |
| e. | Annie Bruchhaus | \$ 75.00 |
| f. | Bronwen & Mike Darbonne | \$ 50.00 |
| g. | Tamra Fruge | \$ 50.00 |
| h. | Douglas Cart | \$ 50.00 |
| i. | Lori Gaspard | \$100.00 |

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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3. Grant permission to Welsh High Band and Welsh-Roanoke Band to accept a donation of \$500.00 from Mr. Bill Davis of Lacassine Oil Field. To be used to help the music program buy music for the upcoming Veteran's Day and Holiday Music.

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4. Grant permission to Welsh High to accept the following donations:
 - a. Target \$27.01 - Use to be determined by WHS.
 - b. Greyhound Backers \$500.00 - WHS cheerleaders.
 - c. Greyhound Backers \$500.00 - WHS band.

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5. Grant permission to Fenton Elementary to accept a \$90.00 donation from Curtis Dickens to be used for a subscription to *The Jennings Daily News* for school and student use.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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6. Grant permission to Fenton Elementary to accept a donation of \$1000.00 from Lacassine Oilfield Services to be used for student needs.

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7. Grant permission to Jennings High Band to accept a \$5,473.50 donation from The Fred & Ruth B. Zigler Foundation to purchase a new cargo trailer.

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8. Grant permission to Elton Elementary to make the following improvements/repairs to the physical plant:
 - a. Tear down existing shed and build new tractor/equipment shed.
 - b. New roof on outdoor restroom.
 - c. Replace rotten boards on gym.
 - d. Replace tile in 3 classrooms. (Damaged area only).
 - e. Replace damaged doors to building.
 At an estimated cost of \$10,000.00, to be paid from #22 Contingency Funds.

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9. Grant permission to Welsh High to accept a donation of \$280.00 from Welsh Greyhound Backers to provide a team meal for football players.

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10. Grant permission to Welsh Elementary to accept a donation of \$500.00 from Waste Connections, Inc., to be used for Student Support Fund.

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11. Approve the revised science allocation for the 2014-2015 school year.

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12. Grant permission to Elton High to purchase from Young Equipment Solutions a 40C Dual Unit Fryer for the concession stand at a cost of \$14,854.00. This price will be offset by a \$4,000.00 trade-in for our single unit fryer. The remaining cost of \$10,854.00 plus \$250.00 shipping will be paid as follows: \$2,500.00 from EHS General Fund, \$2,500.00 from Coughatta Donation and \$6,104.00 from EHS Athletics. Other quote received from East Bay Restaurant Supply, Inc. (\$12,153.50, with no trade in allowance).

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13. Grant permission to Hathaway High to accept the following donations to be used for SWPBIS:

- a. Lam & Rachel Nguyen \$ 75.00
- b. Segura Family Medicine \$ 50.00
- c. Aqua Farms \$100.00
- d. Jolie Allure Aesthetics LLC \$100.00
- e. Dwayne & Holly Compton \$100.00
- f. The Bank \$100.00
- g. Appraisal One \$200.00
- h. Butchies \$100.00
- i. Guillotte Brothers \$100.00
- j. Teacher's Pet OFC Centre \$100.00
- k. Waste Connection, Inc. \$250.00

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14. Grant permission to Hathaway High to accept donations from the following donors for business/personal Ads to be displayed the entire school year on the Digital Monitor in the Gym Lobby. All proceeds will go into a new Athletic account, which will provide support to all athletic programs at HHS:

- a. Guillotte Brothers \$250.00
- b. The Bank \$250.00
- c. Butchies \$250.00
- d. Fuselier Canal \$250.00
- e. Young's Appliance \$250.00
- f. Gary Tire \$250.00
- g. Port Aggregates \$250.00
- h. James Leithead \$250.00
- i. Dan Morrish \$250.00
- j. Bubba Oustalet \$250.00
- k. Terral Seed \$250.00
- l. Waste Connections \$250.00
- m. Holly & Dwayne Compton \$250.00
- n. Cassie & Travis Broussard \$ 50.00
- o. Tricia Reed \$ 50.00
- p. Melinda & Richard Manuel \$100.00

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15. Grant permission to James Ward Elementary to accept a donation of \$1,032.00 from Jennings Lil' Dribblers. To be used for SWPBIS program to purchase incentives for good behavior, attendance and grades.

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16. Grant permission to Jennings High to accept a \$669.00 donation from the Classes of the 1940's. To be used as needed.

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B. Insurance - Phillip Arceneaux, Chairman

C. Building & Grounds- Richard McNabb, Chairman

***** ADDENDUM**

D. POLICY COMMITTEE - REQUESTS FROM THE POLICY COMMITTEE, ROBERT MENARD, CHAIRMAN, THAT THE SCHOOL BOARD ADOPT THE FOLLOWING NEW OR REVISED POLICIES:

- a. **TERM OF OFFICE: File: ABCC** (Revised, October, 2014: Effective upon approval).
- b. **SCHOOL BOARD MEETING RULES OF PROCEDURE: File: BCB** (Revised, October, 2014: Effective upon approval).
- c. **EXECUTIVE SESSIONS: File: BCBK** (Revised, October, 2014: Effective upon approval).
- d. **MINUTES OF SCHOOL BOARD MEETINGS: File: BCBH** (Revised, October, 2014: Effective upon approval).
- e. **SCHOOL BUS SCHEDULING AND ROUTING: File: EDD** (Revised, October, 2014: Effective upon approval).
- f. **SUBSTITUTE PERSONNEL: File: GBRJ** (Revised, October, 2014: Effective upon approval).
- g. **CURRICULUM: File: ID** (Revised, October, 2014: Effective upon approval).
- h. **INSTRUCTIONAL MATERIALS: File: IFA** (Revised, October, 2014: Effective upon approval).
- i. **SCHOOL ADMISSION: File: JBC** (Revised, October, 2014: Effective upon approval).
- j. **ATTENDANCE REPORTS FOR STUDENT DRIVERS: File: JBH** (Revised, October, 2014: Effective upon approval).
- k. **PUBLIC SCHOOL CHOICE: File: JBCE** (Revised, October, 2014: Effective upon approval).
- l. **CHILD NUTRITION PROGRAM MANAGEMENT: File: EE and SCHOOL WELLNESS: File JGB** (No policy change approval necessary).
- m. **WORKER'S COMPENSATION; File EGAA** (No policy change approval necessary).
- n. **SPORTS INJURY MANAGEMENT AND CONCUSSIONS: File IDFAB** (No policy change approval necessary).
- o. **GRADUATION REQUIREMENTS: File: IHF and GRADUATION EXERCISES; File IKDB** (Revised, October, 2014: Effective upon approval).

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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2. That the School Board adopt the following new or revised procedure:
 - a. **HEARING OFFICER PROCEDURES FOR EMPLOYEE DISCIPLINE AND SELECTION APPROVAL.** (Revised, October, 2014: Effective upon approval).

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3. That the School Board name the following selection as District Officers for employee discipline hearings:
 - Gerard Caswell - Acadia Parish**
 - Chad Guidry - Allen Parish**
 - David W. Burton - Beauregard Parish**
 - Mark Boyer - St. Martin Parish**
 - Calvin "Woody" Woodruff - Vermilion Parish**
 - Wayne Landry - Iberia Parish - Alternate**

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- E. Transportation- Julius Caraway, Chairman**
- F. 16th Section-Charles Bruchhaus, Chairman**
- G. Ward II (Ad Hoc) - David Capdeville, Chairman**
- H. Legislative Liaison - Jason Bouley, Chairman**
- I. Food Service Committee - Bobby Miller, Chairman**

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

VII. NEW BUSINESS:

1. Grant permission to Child Nutrition Program to declare a 1994 Dodge Ram Cargo Van (VIN:2B7HB21Y8RK564696) as surplus and send to Kenjabruch Auctions, Inc.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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2. Approve the following out of state travel requests:
 - a. Hathaway High FCCLA students, and teacher/FCCLA advisor, Paula Kershaw to travel to Washington, DC for the 11th grade FCCLA Leadership Conference from October 11 to October 15, 2014, with travel expenses to be paid according to board policy.
 - b. Hathaway High FCCLA students, and teacher/FCCLA advisor, Paula Kershaw to travel to Little Rock, AR for the FCCLA Cluster Meeting from November 13 to November 16, 2014, with expenses to be paid by FCCLA.
 - c. Jennings Elementary and Lake Arthur High GATES students and teacher, Michael Romine, to travel to the Space Center in Houston, TX on November 22, 2014, with travel expenses to be paid according to board policy.
 - d. Jennings High Biology/Science teachers, Paul Garbarino, Krisy LeBlanc and Jared LaVergne, to travel to Orlando, FL to attend the Regional NSTAS Conference from November 6 to 8, 2014. Expenses to be paid by Title II.

- e. Jennings High Math teachers, Tyana LaVergne and Alice Hebert to travel to Houston, TX to attend the National Council of Teachers of Mathematics Conference from November 19-21, 2014. Expenses to be paid by Title II.

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3. Approve Matthew W. Fontenot, as a non-faculty boys basketball and tennis coach at Welsh High for 2014-2015, upon completion of LHSAA coaching course certification and Board policy requirements.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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4. Adopt the following resolution setting the millage rates for the 2014 tax rolls:
RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2014 tax roll on all property subject to taxation by the Jefferson Davis Parish School Board on the taxable property situated within Jefferson Davis Parish and a portion of Allen Parish, State of Louisiana, as mandated by Act 433 of the 1981 Legislature:

	<u>MILLAGES FOR 2014</u>	
	<u>Jefferson Davis Parish</u>	<u>Allen Parish</u>
<u>Constitutional Tax</u>	6.48	
<u>Special School Tax</u>	10.77	
<u>School District No. 1:</u>		
Maintenance	10.46	
Special Maintenance	5.60	
Bonds	10.65	
<u>School District No. 2:</u>		
Maintenance	10.73	
Bonds	13.00	
<u>School District No. 3:</u>		
Maintenance	14.00	
Special Maintenance	3.30	
Bonds	2.50	
<u>School District No. 5:</u>		
Maintenance	3.95	
Bonds	1.00	
<u>School District No. 8:</u>		
Maintenance	8.40	
Bonds	5.00	
<u>School District No. 22:</u>		
Maintenance	11.50	11.50
Bonds	14.50	14.50
<u>Consolidated School District No. 1:</u>		
Maintenance	11.10	
Bonds	12.20	

2014 Millage Resolution, continued:

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BE IT FURTHER RESOLVED that the proper administrative officials of the Parishes of Jefferson Davis and Allen, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parishes for the year 2014, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS:
 NAYS:
 ABSTAINED:
 ABSENT:

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on October 16, 2014, at which meeting a quorum was present and voting.
 Jennings, Louisiana, this 16th day of October, 2014.

 School Board President

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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VIII. INFORMATION:

1. Condolences are extended to the families of:
 - a. Sadie Hardy, Welsh Elementary Teacher who retired in 1979 with 39 years of service.
 - b. Mabel Ogborne, Cafeteria tech, who retired in 1991 with 37 years of service.
 - c. Hubert Fuselier, Maintenance Department, who retired in 1995 with 21 years of service.
 - d. Sara Hicks, Lacassine Teacher, who retired in 1980 with 34 years of service.
 - e. Wylodine Brewster, Pupil Appraisal secretary, who retired in 1997 with 28 years of service.
2. The following Jefferson Davis Parish Teachers had perfect attendance for the 2013-2014 School Year:
 - Mary Kay Daigle - Elton Elementary
 - James Welch - Hathaway High
 - Ronald McZeal - Jennings High
 - Aaron Raspberry - Jennings High
 - Russell "Rusty" Phelps - Jennings High
3. Louisiana School Board Association will offer its last series of professional development sessions for the 2014 calendar year in Lake Charles on Monday October 27, 2014 and Monday, October 20, 2014 in Monroe. These sessions will focus on Current Educational Initiatives in LA and will include one hour of ethics training. Please let Ms. Abshire know if you would like to register to attend.
4. The following dates have been set for Board Member training/Administrative Academy and Instruction (5:30 to 7:30 p.m. - School Board Office):
 - a. Thursday, October 23, 2014 - John Guice, School Law Attorney.
 - b. Thursday, November 13, 2014 - Scott Richard, Louisiana School Boards Association.
 - c. Thursday, December 11, 2014 - Assistant Superintendent, Kirk Credeur and Curriculum Staff, Dr. Virginia Sherrill, Dr. Kieran Coleman, Linda Bard, Linda Fonger, Mona Miller and Beth Compton.

IX. ADDENDUM A

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

- 1. Approve the following personnel appointments at the recommendation of the Superintendent:
 - A. Name _____, Custodian, Jennings High, effective 10/17/14, re: Rose Dugas leave.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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- 1. Approve the following personnel appointments at the recommendation of the Superintendent:

APPOINTMENTS

- 1. Jessica Cezar, Welsh High cafeteria tech, effective 09/09/14, re: Roxie Menard resignation.
- 2. Christina Rozas, James Ward Elementary teacher, effective 10/10/14, re: Lori LeBlanc transfer.
- 3. Tracy Benoit, Jennings High cafeteria tech, effective 10/16/14, re: Loren Nixon resignation.
- 4. Minnie Edwards, Jennings High cafeteria tech, effective 10/16/14, re: Geri Daniels transfer.

TRANSFERS

- 1. Gloria Trahan, Jennings High cafeteria tech to Hathaway High cafeteria tech, effective 10/17/14, re: Martha Deshotel resignation.
- 2. Michelle Welch, Lacassine High cafeteria tech to Jennings High Assistant Manager, effective 10/07/14, re: Gloria Trahan transfer.

EXTENDED MEDICAL LEAVE

- 1. Scott Ryan Comeaux, Welsh High AgriScience teacher, 09/08/14 to 12/19/14.

MATERNITY LEAVE

- 1. Kimber Prejean, Hathaway High teacher, 01/12/15 to 03/06/15.

EXTENDED MATERNITY LEAVE

- 1. Kristy Curlee, Hathaway High Special Education teacher, effective 02/15/15 to 03/22/15.

LEAVE WITHOUT PAY

- 1. None.

RESIGNATIONS

- 1. Carrie Leckelt, James Ward Elementary teacher, effective 09/26/14.
- 2. Rana LeBlanc, Lacassine High paraprofessional, effective 10/13/14.

RETIREMENTS

- 1. None.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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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 an Executive Session.

MOTION BY:	SECONDED BY:	DISCUSSION	VOTE
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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 THIS AGENDA WAS POSTED IN A CONSPICUOUS PLACE AT THE MEETING PLACE OF SAID BOARD ON OCTOBER 15, 2014 BY 4:00 P.M.
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