

**JEFFERSON DAVIS PARISH SCHOOL BOARD  
OCTOBER 18, 2018**

The Jefferson Davis Parish School Board met in regular session at 203 E. Plaquemine Street, Jennings, LA 70546, on Thursday, October 18, 2018 at 6:00 p.m., with the following School Board members in attendance: President, Phillip Arceneaux, Vice-President, David Troutman, Members, Greg Bordelon, Jason Bouley, Charles Bruchhaus, Donald Dees, David Doise, Malon Dobson, Vickie Hernandez, Robert Menard, James Segura and Jody Singletary. Absent: David Capdeville.

The meeting was opened by President Arceneaux, with an invocation by Curriculum Supervisor, Danielle Semien, followed by the Pledge of Allegiance to the U.S. flag led by Mr. Menard.

Motion by Mr. Bordelon, seconded by Mr. Menard and unanimously carried to approve the School Board minutes of the regular meeting on August 16, 2018 with the following changes:

**RECOGNITION OR PRESENTATIONS:**

1. Parish FFA students and teachers annual presentation.

Motion by Mr. Bordelon, seconded by Mr. Bouley to approve all parish FFA chapters to travel to Indianapolis, IN from 10/21/18 to 10/27/18 for the National FFA Convention.

Motion by Mrs. Doise, seconded by Mr. Dees and unanimously carried that the Board call for a vote to take care of items of business not listed on the original agenda or to change the order of topics to be addressed.

**RECOGNITION**

Amy Gobert, Elton High School Teacher, was named the 2018 A+PEL's Volunteer of the Year.

**FINANCE COMMITTEE:**

The following motions were made by Mr. David Troutman, Finance Committee Chairman, that the School Board:

Grant permission to EES to accept a donation of \$750.00 from Enlink Midstream Operating, LP. Funds to be used to help fund educational need for Sonyia Bruchhaus's classroom. Motion seconded by Mr. Bruchhaus and unanimously approved.

Grant permission to WHS to accept a \$2,200.00 donation from the Class of 2020 Parent's Organization. Funds to be used to purchase supplies for prom and graduation. Motion seconded by Mr. Bouley and unanimously approved.

Grant permission to the Child Nutrition Program to accept the quote of \$13,800.00 from ARS Electrical Services, Inc. for electrical upgrades/new electrical three phase service (build an electrical rack, meter-disconnect-transfer, bore under road, hook up one freezer and labor and material). Other quote received from \$14,967.00 from Pat's Electrical Service, LLC. Motion seconded by Mr. Bordelon and unanimously approved.

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Declare an emergency at JES to repair the Boiler Unit as follows:

1. Remove/replace main high limit switch on boiler, Remove/replace water circulation pump and after repairs - start and monitor boiler performance. At a cost of \$4,363.20.
2. Remove gas valve and replace with new one, Leak check valve and make sure valve isn't leaking, watch operations of Boiler #3 and and make sure it meets expectations, follow up with customer. At a cost of \$2,488.01. To be paid from Ward 2 Maintenance.

Motion seconded by Mr. Segura and unanimously approved.

Approve the recommendation of the Superintendent to issue a one-time pay supplement from the General Fund to all active employees of the School Board that are employed as of the close of business on November 1, 2018 in the following amounts:

1. Certificated personnel to receive a gross supplement of \$1,100 per full-time position, subject to any applicable index, with the total cost to the General Fund, including all employer payroll taxes, estimated to be approximately \$711,000. Part-time personnel will receive one-half of the full-time distribution.
2. Support personnel to receive a gross supplement of \$600 per full-time position, subject to any applicable index, with the total cost to the General Fund, including all employer payroll taxes, estimated to be approximately \$251,550. Part-time personnel will receive one-half of the full-time distribution.

The one-time supplemental paychecks will be distributed on Friday, November 16, 2018, and it will be subject to all required employee payroll deduction for retirement, income tax withholding, etc.

Motion seconded by Mr. Bruchhaus. Motion by Mr. Dees and seconded by Mr. Dobson and unanimously carried to amend to show that the total amount for support workers is \$275,607.16 and not \$251,550.00. Original motion unanimously carried as amended.

Grant permission to JHS Athletics to accept a donation of \$19,896.37 from Jennings Quarterback Club. Funds used to renovate the Field House at Jerry Simmons Stadium. Motion seconded by Mr. Bruchhaus and unanimously approved, with Mr. Segura recused from voting.

Grant permission to LHS to accept the following donations:

1. Girls Golf to accept a \$1,000.00 donation from Navadew, Inc. Tiki Ice Gulf Coast. Funds to be used to help buy the 2018 Division II Girls' Golf State Championship Rings.
2. Cardinal Backers \$200.00. Funds to be used to offset cost of the Championship Board.
3. Cardinal Backers \$22,000.00. Funds to be used for all sports at LHS. Motion seconded by Mr. Bruchhaus and unanimously approved, with Mr. Singletary recused from voting.

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Consideration of adding a Pre-K Teacher and Paraprofessional at WES to address an overflow of Pre-K students (10) that are currently being bussed out of zone to receive educational services. The cost of the teacher/para combination would be guaranteed by the general fund but would be offset with yearly anticipated but not guaranteed mid-year pre-k budget adjustments. Motion seconded by Mr. Bordelon and unanimously approved.

**POLICY COMMITTEE:**

The following motions were made by Mr. Jody Singletary, Policy Committee Chairman, that the School Board adopt the following new or revised policies:

1. School and Student Safety File: EBBB (New Policy)

Act 641 requires a process for reporting potential threats to school safety, having standardized forms to report threats, and other reporting avenues for students and school personnel to make reports to school officials. Along with law enforcement, districts must develop age and grade appropriate information to inform each student how to recognize and report potential threats to school safety that are posted on the internet. This information is to be posted on the district website as well as school websites.

When a threat is reported, Act 641 requires the school administrator to record on the standardized form the action taken by the school.

Procedures and processes should be developed by the district.

Act 716 requires school boards to develop and adopt a policy for investigating potential threats of violence or terrorism reported to a school administrator and definitions of school, threat of violence, and threat of terrorism.

Mandatory reporting to law enforcement is required if there is reasonable belief that the threat is credible and imminent. Other threats may be reported to the administration for their assessment of the severity of the threat. The investigation shall include interviews of the person reporting the threat, the person making the threat, witnesses that are privy to the threat, and gathering of pertinent evidence.

Any student reported to a local law enforcement agency for threats shall undergo a formal mental health evaluation before returning to school. One who is not a student reported to law enforcement for threats shall not be permitted within 500' of any school until he/she has undergone a formal medical or mental health evaluation and has been deemed by healthcare professional not to be dangerous to himself/herself or others.

All reporters shall be immune from liability unless the reporting was done maliciously or with intent to harm or deceive law enforcement. (Revised, October, 2018: Effective upon approval).

2. Emergency/Crisis Management File: EBBC

Act 168 included a response plan should provide for parental notification in the event of a shooting or other violent incident or emergency. (Revised, October, 2018: Effective upon approval).

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3. Part II of School and Student Safety:  
Threats of Terrorism or Violence File: JCDAG (New Policy)  
This new policy is based on Act 716 and is part of the student section of the policy manual. Included are the definitions of threat of violence and threat of terrorism, the statutory requirement that any student reported to local law enforcement for such threats shall not be permitted to return to school until he/she has undergone a formal mental health evaluation.  
Act 716 provides that threats are to be reported to school administrators, who investigate the report to determine if the threat is credible and imminent. If deemed imminent, the threat must be reported immediately to a law enforcement agency for further investigation. (Revised, October, 2018: Effective upon approval).
4. Bullying and Hazing File: JCDAF  
Act 641 requires the board to establish procedures for investigating threats which do meet the credible belief standard requiring that they be reported to law enforcement. This act also mandates the use of standard forms and other reporting avenues for students and school personnel to make the report to school officials.  
This policy has also been revised to incorporate related provisions and cross-referenced with these two new Policies: School and Student Safety and Threats of Terrorism or Violence. (Revised, October, 2018: Effective upon approval).

The following committees had no reports to present:

Building & Grounds - James Segura, Chairman  
Insurance - David Doise, Chairman  
Transportation- Greg Bordelon, Chairman  
16th Section - Charles Bruchhaus, Chairman  
Ward II (Ad Hoc) - Donald Dees, Chairman  
Legislative Liaison - Donald Dees, Chairman  
Food Service Committee - Malon Dobson, Chairman

The Sales Tax report was given by Amber Hymel, Sales Tax Collector.

**NEW BUSINESS:**

Motion by Mr. Menard, seconded by Mr. Singletary and unanimously carried to approve the amended Child Nutrition Program Procurement Plan that is required by the state to be a source of documentation in providing for free and open competition, transparency in transactions, comparability, and documentation of all procurement activities.

Motion by Mr. Bouley, seconded by Mr. Bruchhaus and unanimously carried to approve the following out-of-state travel requests:

1. EHS FFA students and faculty to travel to Louisville, KY to attend the National 4-H Livestock Judging from 11/11/18 to 11/15/18.
2. WHS boys basketball team and coaches to travel to Houston, TX to attend basketball games with St. Pius X High School from 12/7/18 to 12/8/18.

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Motion by Mr. Segura, seconded by Mr. Dees and unanimously carried to consider and take action with respect to adopting a resolution ordering and calling a special election to be held in Sales Tax District No. 1 (Jennings) of the Parish School Board of the Parish of Jefferson Davis, State of Louisiana, to authorize the renewal of a sales and use tax therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

Motion by Mr. Bruchhaus, seconded by Mr. Doise and unanimously carried to consider and take action with respect to adopting a resolution ordering and calling a special election to be held in School District No. 2 of Jefferson Davis Parish, Louisiana, to authorize the incurring of debt and issuance of bonds therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

Motion by Mr. Segura, seconded by Mr. Dees and unanimously carried to consider and take action with respect to adopting a resolution ordering and calling a special election to be held in School District No. 22 of the Parishes of Jefferson Davis and Allen, State of Louisiana, to authorize the incurring of debt and issuance of bonds therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

Motion by Mr. Segura, seconded by Mr. Dees and unanimously carried to consider and take action with respect to adopting a resolution ordering and calling a special election to be held in Welsh-Roanoke Consolidated School District No. One (1) of Jefferson Davis Parish, Louisiana, to authorize the incurring of debt and issuance of bonds therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

Motion by Mr. Bordelon, seconded by Mr. Menard and unanimously carried to declare the following as surplus and send to the next available public auction:

- 1) One (1) 2008 Ford Truck, bearing VIN 1FTRF12W78KB87413.

Motion by Mr. Menard, seconded by Mr. Singletary and unanimously carried to approve the following non-faculty coaches for the 2018-2019 school year upon completion of LHSAA coaching course certification and Board policy requirements.

1. Eric Paul Ardoin, LHS softball.
2. David Vince, WHS softball.
3. Ferrell Daevon Breston, WHS boys basketball.
4. Steve Wharton, EHS girls basketball.
5. Damien King, WHS boys basketball.

Motion by Mr. Doise, seconded by Mr. Segura and unanimously carried to approve the job description modification for Title I Paraprofessional/ Interventionist. Copy attached.

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**PERSONNEL CHANGES:**

The following personnel changes are an Informational Item:

- A. Personnel appointments as determined by the Superintendent:
1. Name Kerry Solari, HHS Assistant Principal (S. Owen) effective 10/15/18.
  2. Name Samuel Remchuk, JHS Part-time Custodian (G. Barker), effective as soon as possible.
- B. Personnel changes:

**APPOINTMENTS**

1. Bryan Hicks, JHS Sweeper (J. Riley), 9/13/18.

**EXTENDED LEAVE**

1. Kelly Carter, FES Paraprofessional/CAI Lab manager 09/24/18 to 10/31/18.
2. Kristy Conner, LAHS Cafeteria Manager, 09/17/18 to 01/31/19.
3. Cassie Fox, JHS Cafeteria Tech, 09/06/18 to 10/22/18.

**RESIGNATION**

1. Shelby Olivier, JHS Teacher, 10/18/18.
2. Soraya Owen, HHS Assistant Principal, 10/01/18
3. Leslie Ashy, WAR SPED Teacher, 09/21/18.
4. Gary Barker, JWES/JHS Custodian, 09/28/10.
5. LouEllen Berry, WEIC Custodian, 10/09/18.

**INFORMATION:**

The following dates have been set for Board Member training/Administrative Academy and Instruction:

1. Thursday, October 25, 2018 from 5:30 to 7:30 - Jon Guice - School Law
2. Thursday, November 8, 2018 from 5:30 to 7:30 - Dr. Janet Pope- LSBA
3. Tuesday, December 13, 2018 from 5:30 to 7:30 - Curriculum Staff (Ethics training for Board Members from 4:00 to 5:00 on November 8, 2018, for any Board Members needing 1 hour of ethics training for 2018)

**SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION**

**EXECUTIVE SESSION**

None.

There being no other business to come before the Board, it was moved by Mr. Segura, seconded by Mr. Doise and unanimously carried, to adjourn.

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/s/ Phillip Arceneaux, President

ATTEST:

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/s/Kirk Credeur, Secretary/Superintendent

Note: Items purchased by quotes or bids may be reviewed at the School Board office during normal business hours. All policies can be reviewed at any facility under the jurisdiction of the Jefferson Davis Parish School Board.