

## PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

February 5, 2013

The Terrebonne Parish School Board met today at 7:00 P.M. in regular session at its regular meeting place, the Terrebonne Parish School Board Office, 201 Stadium Drive, Houma, Louisiana, with Mr. Roger Dale DeHart, President, presiding, and the following members present: Mr. Richard Jackson, Vice-President; Mr. Roosevelt Thomas, Mr. Gregory Harding, Ms. Debi Benoit, Dr. Brenda Leroux Babin, Mr. L. P. Bordelon, III, Mr. Donald Duplantis, and Mr. Hayes J. Badeaux.

ABSENT: None

Ms. Benoit led the Board and audience in the invocation and Pledge of Allegiance to the Flag.

President DeHart recognized Mr. Russell Hornsby, District 6 Terrebonne Parish Councilman, and members of the Terrebonne Leadership Academy who were in attendance at tonight's meeting.

Motion of Mr. Duplantis, seconded by Mr. Thomas, unanimously carried, the Board approved the minutes of School Board Meetings of December 18, 2012, January 8, 2013, and January 15, 2013, as recorded.

The following report of the Buildings, Food Service, and Transportation Committee meeting was presented to the Board with Mr. Badeaux, Chairman, presiding:

Dear Members of the Board:

The **Buildings, Food Service, and Transportation Committee** met on Monday, January 14, 2013, at 5:00 P. M. in the Board Room of the School Board Office, 201 Stadium Drive, with the following members present: Mr. Hayes J. Badeaux, Chairman, and Mr. L. P. Bordelon, III. Mr. Gregory Harding, Vice-Chairman was absent. Others in attendance were Mr. Richard Jackson, Mr. Roger Dale DeHart, Superintendent Philip Martin, and members of the staff.

Mr. Badeaux called the meeting to order. The meeting began with the invocation and Pledge of Allegiance.

Ms. Teri Liner, LA6 Volleyball, addressed the Committee regarding use of Terrebonne High School's Gymnasium (see attached).

### **RECOMMENDATION NO. 1**

**The Committee recommends** that the Board grant the request of LA6 Volleyball to waive Terrebonne Parish School Board policy relative to usage fee for Terrebonne High School's Gymnasium from January to April, 2013-2014, from 6:30 P. M. to 8:30 P. M., two days out of the week, provided that necessary insurance, non-profit status and all other School Board policy requirements are met, all costs associated with janitorial services are paid, approval is obtained from the principal, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Mrs. Monica Walther, Supervisor of Child Nutrition Program, addressed the Committee regarding permission to advertise for Fall 2013 bids for Meats and Frozen Items, and Canned and Dry Goods.

**RECOMMENDATION NO. 2**

**The Committee recommends** that the Board authorize the Child Nutrition Department to proceed with the advertisement of Fall bids (six-month bids, July 1, 2013 – December 31, 2013), for Meats and Frozen Items, and Canned and Dry Goods and authorize the Board President to sign all necessary documents pertaining thereto.

Mrs. Walther addressed the Committee regarding permission to advertise for yearly bids for Supplies and Disposables, Concentrated Detergents, Linen Services, Milk and Milk Products, and Bread.

**RECOMMENDATION NO. 3**

**The Committee recommends** that the Board authorize the Child Nutrition Department to proceed with the advertisement of yearly bids (2013-2014) for Supplies and Disposables, Concentrated Detergents, Linen Services, Milk and Milk Products, and Bread and authorize the Board President to sign all necessary documents pertaining thereto.

Mrs. Walther also addressed the Committee regarding permission to advertise for Kitchen Equipment.

**RECOMMENDATION NO. 4**

**The Committee recommends** that the Board authorize the Child Nutrition Department to proceed with the advertisement of bids for Kitchen Equipment and authorize the Board President to sign all necessary documents pertaining thereto.

Mr. Donald Chamberlain, Plant Operations Manager, addressed the Committee regarding permission to advertise for bids for custodial cleaning products and service contract (see attached).

**RECOMMENDATION NO. 5**

**The Committee recommends** that the Board authorize the Purchasing Department to proceed with the advertisement of custodial cleaning products and service contract, beginning with the 2013-2014 school session, for an optional three (3), four (4), or five (5) year term, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Mr. Harold LeRay, PE, GSE Associates, LLC, addressed the Committee with an update on Ellender Memorial High School's Cooling Tower (see attached).

Mr. Daniel Bruce Jr., AIA, Cheramie and Bruce Architects, APC, had no updates on South Terrebonne High School's Elevator project.

Mr. Merlin Lirette, AIA, REFP, The Merlin Group, LTD, addressed the Committee with an update on H. L. Bourgeois High School's Freshman Center (see attached).

**RECOMMENDATION NO. 6**

**The Committee recommends** that the Board accept the proposal from LA Contracting Enterprise, LLC, Thibodaux, LA, for concrete storm drainage installation in the amount of \$59,890.00, funds to be derived from the H. L. Bourgeois High School's Freshman Center Fund, and further, authorize the Board President to sign all necessary documents pertaining thereto.

**RECOMMENDATION NO. 7**

**The Committee recommends** that the Board ratify a change order to increase the contract time by thirty (30) days, changing the completion date from January 31, 2013, to March 2, 2013, for H. L. Bourgeois High School's Freshman Center, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Mr. Lirette addressed the Committee with an update on the New Grand Caillou Middle School (see attached).

Mr. Chamberlain addressed the Committee regarding the extensive rain impact on school facilities.

There being no further business to come before the Buildings, Food Service, and Transportation Committee, the meeting was adjourned (5:35 P. M.).

Respectfully submitted,

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Hayes J. Badeaux, Chairman

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L. P. Bordelon, III

JB

Motion of Mr. Bordelon, seconded by Dr. Babin, unanimously carried, the Board granted the request of LA6 Volleyball to waive Terrebonne Parish School Board policy relative to usage fee for Terrebonne High School's Gymnasium from January to April, 2013-2014, from 6:30 P. M. to 8:30 P. M., two days out of the week, provided that necessary insurance, non-profit status and all other School Board policy requirements are met, all costs associated with janitorial services are paid, approval is obtained from the principal, and further, authorized the Board President to sign all necessary documents pertaining thereto.

Mr. Donald Chamberlain, Plant Operations Manager, addressed the Board regarding the foregoing motion.

Motion of Mr. Jackson, seconded by Mr. Thomas, unanimously carried, the Board authorized the Child Nutrition Department to proceed with the advertisement of Fall bids (six-month bids, July 1, 2013 – December 31, 2013), for Meats and Frozen Items, and Canned and Dry Goods and authorized the Board President to sign all necessary documents pertaining thereto.

Motion of Mr. Bordelon, seconded by Mr. Jackson, unanimously carried, the Board authorized the Child Nutrition Department to proceed with the advertisement of yearly bids (2013-2014) for Supplies and Disposables, Concentrated Detergents, Linen Services, Milk and Milk Products, and Bread and authorized the Board President to sign all necessary documents pertaining thereto.

Motion of Mr. Harding, seconded by Ms. Benoit, unanimously carried, the Board authorized the Child Nutrition Department to proceed with the advertisement of bids for Kitchen Equipment and authorized the Board President to sign all necessary documents pertaining thereto.

Motion of Mr. Duplantis, seconded by Mr. Bordelon, unanimously carried, the Board authorized the Purchasing Department to proceed with the

advertisement of custodial cleaning products and service contract, beginning with the 2013-2014 school session, for an optional three (3), four (4), or five (5) year term, and further, authorized the Board President to sign all necessary documents pertaining thereto.

Motion of Mr. DeHart, seconded by Mr. Bordelon, unanimously carried, the Board accepted the proposal from LA Contracting Enterprise, LLC, Thibodaux, LA, for concrete storm drainage installation in the amount of \$59,890.00, funds to be derived from the H. L. Bourgeois High School's Freshman Center Fund, and further, authorized the Board President to sign all necessary documents pertaining thereto.

Motion of Mr. DeHart, seconded by Mr. Bordelon, unanimously carried, the Board ratified a change order to increase the contract time by thirty (30) days, changing the completion date from January 31, 2013, to March 2, 2013, for H. L. Bourgeois High School's Freshman Center, and further, authorized the Board President to sign all necessary documents pertaining thereto.

Mr. Merlin Lirette, Architect, addressed the Board regarding the foregoing motion.

The report of the Buildings, Food Service, and Transportation Committee meeting was concluded, and President DeHart reassumed the Chair.

The following report of the Finance, Insurance, and Section 16 Lands Committee meeting was presented to the Board with Mr. Duplantis, Chairman, presiding:

Dear Members of the Board:

**The FINANCE, INSURANCE, and SECTION 16 LANDS COMMITTEE** met in the Board Room of the School Board Office, 201 Stadium Drive, at 5:00 P.M. on Monday, January 28, 2013, with the following members present: Mr. Donald Duplantis, Chairman, and Mrs. Debi Benoit. Mr. Roosevelt Thomas, Vice-Chairman, was absent. Also in attendance were Mr. Roger Dale DeHart, Board President, Mr. Richard Jackson, Board Vice-President, Mr. L. P. Bordelon, III, Superintendent Philip Martin, and members of the staff.

Mr. Duplantis called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

Mr. Reggie Dupre, Jr., Executive Director of the Terrebonne Levee & Conservation District, addressed the Committee with an informative power-point presentation concerning the Morganza to the Gulf Hurricane Protection Project.

Mrs. Rebecca Breaux, Supervisor of Finance & Statistics, addressed the Committee concerning the 2012/2013 revised budgets for the Special Revenue Funds.

Mrs. Benoit, seconded by Mr. Duplantis, offered the following motion:

**RECOMMENDATION NO. 1**

**The Committee recommends** that the Board adopt the following 2012/2013 revised budgets for the Special Revenue Funds:

**SPECIAL REVENUE FUNDS  
FISCAL YEAR 2012/2013  
BUDGET ADJUSTMENTS**

<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
230	Migrant			
	-Current Year	\$ 125,902	\$42,308	\$ 168,210
	-Prior Year	<u>0</u>	<u>2,879</u>	<u>2,879</u>
	TOTAL	\$ 125,902	\$45,187	\$ 171,089
240	U.S. DEPARTMENT OF HEALTH AND HUMAN RESOURCES- TANF BLOCK GRANT			
	-Early Childhood Program- TANF	\$4,007,575	(2,912,295)	\$1,095,280
	-Strategies to Empower People Program (STEP)	6,131	0	6,131
	-Federal-Jobs for America's Graduates (JAG #1)-TANF	50,000	0	50,000
	Graduates (JAG #2)-TANF	50,000	0	50,000
	Graduates (JAG #3)-TANF	<u>50,000</u>	<u>0</u>	<u>50,000</u>
	TOTAL	\$4,163,706	(2,912,295)	\$1,251,411
320	NCLB-TITLE IV			
	Safe & Supportive Schools	\$ 152,806	\$79,283	\$ 232,089
	-Prior Year	57,808	0	57,808
	-Second Grant	93,881	0	93,881
	21 <sup>st</sup> Century Community Learning Center	<u>480,000</u>	<u>0</u>	<u>480,000</u>
	TOTAL	\$ 784,495	\$79,283	\$ 863,778
341	NCLB TITLE I-School Improvement 1003 ARRA	\$2,077,732	\$12,435	\$2,090,167
420	U.S. DEPARTMENT OF HEALTH AND HUMAN RESOURCES- CDBG			
	-La. Jason Stem Project	\$ 0	\$ 1,688	\$ 1,688
	-Early Childhood Program	<u>0</u>	<u>2,729,461</u>	<u>2,729,461</u>
	TOTAL	\$ 0	\$2,731,149	\$2,731,149
550	THE CECIL J. PICARD LA 4 EARLY CHILDHOOD PROGRAM			
	-State	\$ 259,037	\$ 183,071	\$ 442,108
670	LA Gates Integration	\$ 55,000	(9,639)	\$ 45,361
	-Prior Year	<u>0</u>	<u>12,039</u>	<u>12,039</u>
		\$ 55,000	\$ 2,400	\$ 57,400
740	STATE TEXTBOOKS REVENUE:			
	-¾ Cent-Textbooks	\$ 572,615	0	\$ 572,615
	-Non-Public Textbooks	88,264	7,212	95,476
	-Lost/Damaged Books	<u>1,000</u>	<u>0</u>	<u>1,000</u>
	TOTAL	\$ 661,879	\$ 7,212	\$ 669,091

EXPENDITURES:

-Textbooks	\$2,017,995	0	\$2,017,995
-Non-Public Textbooks	<u>88,264</u>	<u>7,212</u>	<u>95,476</u>
TOTAL	\$2,106,259	\$ 7,212	\$2,113,471
EXCESS (DEFICIENCY) OF REVENUE	(1,444,380)	0	(1,444,380)
FUND BALANCE: BEGINNING	\$1,816,739	0	\$1,816,739
FUND BALANCE: ENDING	\$ 372,359	0	\$ 372,359

Superintendent Philip Martin addressed the Committee with the following Potential Plan of Expenditure Options for the May 4, 2013, Proposed Millage Election:

### Construction Options

11 mills provides bonding capacity of approximately \$120 million for construction projects

- ▶ All schools – Renovate/Remodel all schools, interior and exterior
- ▶ All schools – Provide state-of-the-art security, both from a physical plant structural perspective as well as up-to-date technology security measures at each school
- ▶ Address overcrowding issues; Example: Mulberry Elementary School's current enrollment is 957 students; the school was built for 450 students
- ▶ All Schools – Eliminate portables through permanent buildings

New Schools

- ▶ Replace Bayou Black Elementary, Greenwood Middle, and Gibson Elementary Schools with one (1) new Bayou Black Elementary School K-6
- ▶ Southdown Elementary School – build a new school at current site

School Consolidation

- ▶ Combine Dularge Elementary and Dularge Middle Schools at renovated Dularge Middle School site
- ▶ Combine three (3) Bayou Black schools into one (1) new school
- ▶ Combine West Park Elementary and Legion Park Schools at renovated Legion Park School site

### Instructional Programs and Salary and Benefits Options

20 mills will provide approximately \$16 million per year

- ▶ Universal Pre-Kindergarten – all students will be afforded access to Pre-K
- ▶ Keep pupil/teacher ratio low across the district (smaller classes)
- ▶ Expand the Arts in elementary schools
- ▶ Address teacher/employee salary and benefits (currently 45<sup>th</sup> in teacher pay)
- ▶ Expand instructional programs such as FOCUS
- ▶ Provide segmented instructional summer programs (not summer school)
- ▶ Provide new, innovative instructional programs at all schools; "Success is Required" program would immediately assist a struggling student at any school
- ▶ Provide additional ACT prep and Advanced Placement courses

Mr. Harris Henry, Executive Director of Finance & Auxiliary Services, updated the Committee on the Sales Tax collections report. He stated sales tax collections for the month of November 2012 are lower than November 2011 (see attached).

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, motion of Mrs. Benoit, seconded by Mr. Duplantis, the meeting adjourned at 7:10 P.M.

Respectfully submitted,

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Donald Duplantis, Chairman

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Debi Benoit

DC

Motion of Ms. Benoit, seconded by Mr. Badeaux, unanimously carried, the Board adopted the 2012/2013 revised budgets for the Special Revenue Funds, as presented and outlined in the foregoing report.

Superintendent Philip Martin addressed the Board regarding the potential plan of expenditure options for the upcoming May 4, 2013, proposed Millage Election.

The report of the Finance, Insurance, and Section 16 Lands Committee meeting was concluded, and President DeHart reassumed the Chair and presided for the remainder of the proceedings.

At this time, President DeHart recognized Ms. Beryl Amedee, Terrebonne Parish Council Chairwoman, who was in attendance at tonight's meeting.

The Executive Committee report was presented to the Board.

Motion of Mr. Duplantis, seconded by Mr. Jackson, unanimously carried, the Board received the following Executive Committee report in its entirety:

Dear Members of the Board:

The **Executive Committee** met at 6:00 P.M. on Tuesday, January 15, 2013, in the Board Conference Room of the School Board Office with the following members present: Mr. Roger Dale DeHart, President, Mr. Richard Jackson, Vice-President, and Mr. Donald Duplantis. Others in attendance were Mr. Hayes J. Badeaux, Superintendent Philip Martin, Mr. Harris Henry, and Mrs. Rebecca Breaux.

The meeting began with an invocation and Pledge of Allegiance to the Flag.

The **Executive Committee** examined and authorized payment of invoices for the current month (including supplemental payroll and travel expenses).

The **Executive Committee** addressed member concerns.

There being no further business to come before the **Executive Committee**, the meeting was adjourned.

Respectfully submitted,

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Roger Dale DeHart, President

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Richard Jackson, Vice-President

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Donald Duplantis

MH

The Executive Committee report was concluded.

The report of the Board of Directors of Terrebonne Construction Company, Inc. was then presented to the Board.

Motion of Mr. Badeaux, seconded by Mr. Bordelon, unanimously carried, the Board received the following report of the Board of Directors of Terrebonne Construction Company, Inc. in its entirety:

Dear Members of the School Board:

The **Board of Directors of Terrebonne Construction Company, Inc.** met at 6:30 P.M. on Tuesday, January 15, 2013, in the Board Conference Room of the School Board Office with the following members present: Mr. Roger Dale DeHart, President, Mr. Richard Jackson, Secretary/Treasurer, and Mr. Donald Duplantis. Others in attendance were Mr. Hayes J. Badeaux, Superintendent Philip Martin, Mr. Harris Henry, and Mrs. Rebecca Breaux.

The **Board of Directors** voted on officers for the 2013 calendar year; Mr. Roger Dale DeHart to serve as President, and Mr. Richard Jackson to serve as Secretary/Treasurer of the Board of Directors of Terrebonne Construction Company, Inc.

The **Board of Directors** voted to continue banking with JP Morgan Chase Bank, designated the President and Secretary/Treasurer of the Board of Directors and the Superintendent of the Terrebonne Parish School Board to become signatories to the account, authorized any two of those three individuals to sign checks, and authorized the President and/or Secretary/Treasurer of the corporation to execute JP Morgan Chase Bank's standard corporate resolution reflecting the decision as to whom is authorized to sign.

The **Board of Directors** received the December 2012 financial statement (attachment).

The **Board of Directors** approved the proposal submitted by USI Southwest for Flood Insurance through Harleysville Mutual Insurance Company, covering 240 Barrow Street with limits of \$55,000.00 for \$496.00; 252 Barrow Street with limits of \$110,000.00 for \$915.00, and 623 Belanger Street with limits of \$165,000.00 for \$1,455.00 (total \$2,866.00), effective (30) days from acceptance, as reported to the Agent.

There being no further business to come before the **Board of Directors of Terrebonne Construction Company, Inc.**, the meeting was adjourned.

Respectfully submitted,

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Roger Dale DeHart, President



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Richard Jackson, Secretary/Treasurer

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Donald Duplantis

MH

The report of the Board of Directors of Terrebonne Construction Company, Inc. was concluded.

At this time, Superintendent Martin introduced the members of the State District Network Team: Mr. Francis Touch  t, Mr. Kevin George, and Ms. Annette Fornies. The main purpose of this Network Team is to help the Terrebonne Parish School District communicate with the State Department of Education as it implements the recent education changes.

Motion of Mr. Badeaux, seconded by Dr. Babin, unanimously carried, the Board approved a request to allow Lisa Boudreaux, JAG Specialist at Terrebonne High School; Pansy Chauvin, JAG Specialist at Ellender Memorial/South Terrebonne High Schools, and Dawn Williams, JAG Specialist at H. L. Bourgeois High School, to attend the 30<sup>th</sup> National Training Seminar in Nashville, Tennessee, July 10-12, 2013 (Wednesday-Friday), in accordance with Policy (FILE: F-11.2), expenses to be borne by Jobs for America's Graduates Grant.

Motion of Mr. Bordelon, seconded by Mr. Thomas, unanimously carried, the Board approved the following proclamation recognizing February 4-8, 2013, as National School Counseling Week in Terrebonne Parish Schools:

### **PROCLAMATION**

**WHEREAS**, School Counselors are employed in public and private schools to help students reach their full potential; and

**WHEREAS**, School Counselors are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development; and

**WHEREAS**, School Counselors help parents focus on ways to further the educational, personal, and social growth of their children; and

**WHEREAS**, School Counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves; and

**WHEREAS**, School Counselors seek to identify and utilize community resources that can enhance and complement comprehensive school counseling programs and help students become productive members of society; and

**WHEREAS**, Comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in schools; now

**THEREFORE, BE IT RESOLVED**, That the Terrebonne Parish School Board recognizes February 4-8, 2013, as National School Counseling Week in the Terrebonne Parish Public Schools; and

**BE IT FURTHER RESOLVED**, That copies of this proclamation be forwarded to all Terrebonne Parish Public Schools and office buildings.

Superintendent Martin, then announced, for informational purposes, the following personnel appointments and gave introductions:

- 1) Curriculum Specialist (English/Literacy/ELA Specialist – Focus on Grades 6-12) – Marjorie Ambrose
- 2) Principal, Bourg Elementary School – Sandra LaRose
- 3) Assistant Principal, H. L. Bourgeois High School – Gerard Lotz

Motion of Mr. Bordelon, seconded by Ms. Benoit, unanimously carried, the Board approved a family and medical leave in accordance with Policy (FILE: F-11.4a) for Ginny Prejean, Teacher at Houma Junior High School, beginning February 1, 2013, through May 3, 2013 (care for newborn).

Motion of Mr. Jackson, seconded by Mr. Duplantis, unanimously carried, the Board approved a family and medical leave in accordance with Policy (FILE: F-11.4a) for Brittney Lottinger, Teacher at West Park Elementary School, beginning January 30, 2013, through May 7, 2013 (medical).

Motion of Mr. Bordelon, seconded by Mr. Badeaux, unanimously carried, the Board approved a family and medical leave in accordance with Policy (FILE: F-11.4a) for Bette Jean Lawson, School Food Service Technician at Mulberry Elementary School, beginning February 4, 2013, through May 10, 2013 (medical).

Motion of Mr. Duplantis, seconded by Mr. Jackson, unanimously carried, the Board approved a family and medical leave in accordance with Policy (FILE: F-11.4a) for Becky Robertson, Teacher at Grand Caillou Middle School, beginning December 21, 2012, through April 10, 2013 (medical).

Motion of Mr. Duplantis, seconded by Mr. Bordelon, unanimously carried, the Board approved a leave of absence without pay in accordance with Policy (FILE: F-11.10) for Brittney Lottinger, Teacher at West Park Elementary School, beginning May 8, 2013, through May 23, 2013 (medical).

Motion of Mr. Badeaux, seconded by Mr. Thomas, unanimously carried, the Board approved the change in meeting time for the regular School Board Meeting of May 21, 2013 (Due to South Terrebonne High School's Graduation), from 7:00 P.M. to 5:30 P.M.

Motion of Mr. Badeaux, seconded by Mr. Bordelon, unanimously carried, the Board approved the change in meeting times for the Executive Committee Meeting of May 21, 2013, from 6:00 P.M. to 4:30 P.M., and the Board of Directors of Terrebonne Construction Company, Inc. Meeting from 6:30 P.M. to 5:00 P.M. (Due to South Terrebonne High School's Graduation).

Motion of Mr. Duplantis, seconded by Dr. Babin, unanimously carried, the Board voted to adjourn its meeting **(9:00 P.M.)**.

/s/ Philip Martin, Secretary

/s/ Roger Dale DeHart, President

RLB